



Automatic Payment Service Application

Are you looking for an easy way to pay your water bill? By enrolling in San Jose Water Company's Automatic Payment Service (APS), your water bill will be automatically deducted from your checking or savings account. Best of all it's FREE! San Jose Water Company does not charge you for this service.

You will continue to receive a bill statement. Your payment will be deducted from your checking or savings account on or shortly after the due date. That leaves you plenty of time to call San Jose Water Company if you have a question about the bill or if you want to stop the payment.

The advantages are simple: no more checks, no more postage or trips to the post office, and no more worries about getting payments in on time. It's automatically done for you. It takes 6 - 8 weeks for your APS enrollment to be processed. Continue to pay your water bill as usual until you receive a bill saying, "APS is in effect. Total due will be deducted from your bank account on or shortly after the due date. Do not pay.", then you will know you are on the program.

To sign up for APS simply fill out the authorization agreement and attach either an original check on which you've written "void" or a copy of a canceled check from your financial institution. If you want to have your payments deducted from your savings account, you must provide verification of your routing and savings account numbers from your financial institution. Return the authorization agreement and sample check or bank verification to us.

It's that simple!

Automatic Payment Service (APS) Authorization			CHECKING / SAVINGS
Name of your bank, savings and loan or credit union (Please print)		(Circle one)	
Your name as shown on financial institution records		Daytime phone no.	
Address where you receive water service	Street	City	
Name on San Jose Water Company Account	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>		
I authorize San Jose Water Company to deduct funds from my account at the financial institution to pay my water bills. I understand that I can stop these automatic payments if I notify San Jose Water Company and/or my financial institution in writing. I also understand that San Jose Water Company and/or my financial institution can also stop my participation in this service if necessary.			
Your signature as shown on financial institution records		Date	
Please attach this form to an original check on which you have written "void" or a copy of a canceled check or bank verification for savings account from the financial account you want debited and return to us at: 110 W. Taylor St., San Jose CA 95110-2131. Please note: temporary checks without a pre-printed name and address will not be accepted.			
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