

## ***Want to: Avoid Writing Checks for Your Water Bills?***

We can help! The City of Morro Bay is introducing a check-free, mail-free, hassle-free way to pay your water/sewer bills. Using the form below, you can now sign up for our direct pay program. Your bill will be paid automatically from your checking or savings account on the 21st day (*or closest business day*) of every month, without the hassle of writing a check and paying the postage. This service is free to our customers. You will still receive a monthly statement showing the amount we are debiting to your bank account and the other information that you are used to seeing on your water bill.

Signing up is as Easy as 1-2-3!

1. Fill out the Authorization Agreement below.
2. Attach a voided check from the account you would like us to debit.
3. Send the Authorization Agreement and Voided Check to the City of Morro Bay with your next payment.

**\*\*\*\*Please note that your automatic bank draft will take one full billing cycle to take effect on your account. It does not take effect in the same month that you submit this form, but will take effect by the next billing period.\*\*\*\***

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Authorization Agreement for Direct Payment of City Utility Bill  
City of Morro Bay, 595 Harbor Street, Morro Bay, CA 93442

I hereby authorize the City of Morro Bay to initiate debit entries to my Checking account to pay my monthly water/sewer bill. The City of Morro Bay may initiate a direct debit for total amount due.

Printed Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

City of Morro Bay Account Number \_\_\_\_\_

Financial Institution: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

(Attach a voided check)

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please call the Water Billing Desk at (805)772-6222, if you have any questions about the direct pay program.**