



Estes Park Sanitation District
Office: 1201 Graves Ave Suite A (Lakeview Business Center)
Mailing: PO Box 722 Estes Park CO 80517-0722
Phone: 970-586-2866 Fax: 970-586-4712
www.estesparksanitation.org

UTILITY PAYMENT ACH DRAFT AUTHORIZATION

To preauthorize automated clearing house (ACH) draft, complete and return this form at least fifteen (15) days prior to a sewer payment due date. Within 15 days, provide remittance from your choice bank account to initiate future draft.

NOTE: ACH may not be initiated on a past due sewer account!

Once ACH initiates, the quarterly postcard bill mails with a **Bank Draft – Do Not Pay** notation indicating no manual remittance is required: the bill is simply a courtesy notification of the draft date and amount. On the stated due date, your bank account will be debited by **Estes Park S D** for the net amount due.

Should an authorized ACH reject, a \$25.00 Return Item Fee will assess on the sewer account. Immediate manual remittance for the outstanding balance is required and at the District's discretion, future draft may be disallowed.

This service is offered free of charge and may be cancelled by providing written notification at least fifteen (15) days prior to a scheduled draft.

Utility Account #: _____

Utility Address: _____ Estes Park CO 80517- _____

Customer Name(s): _____

Primary Address: _____

Mailing Address (if different): _____

Cell number(s): _____

Work number(s): _____

Home number: _____

Email address(es): _____

Bank Name: _____ ABA/Routing #: _____

Account Type (circle one): Checking / Savings Bank Account #: _____

Name(s) on Bank Account: _____

**I WILL NOTIFY THE DISTRICT IN ADVANCE OF ANY CHANGE TO THE ABOVE INFORMATION.
 I WISH TO INITIATE AUTOMATIC WITHDRAWAL OF THE QUARTERLY SEWER PAYMENT
 IDENTIFIED HEREIN AND AM AUTHORIZED TO TRANSACT ON THE BANK ACCOUNT PROVIDED.
 I UNDERSTAND AND AGREE TO ALL INFORMATION ABOVE.**

Customer Signature: _____ Date: _____