

The City of Schertz now offers its water bill customers a new, convenient method of payment-direct payment. By using this method to pay a water bill, customers can save time, checks, and postage costs.

The bill will be paid on time, thus avoiding penalties for late payment. Payments are made automatically from checking/savings accounts or credit cards. Credits or debits to the account are authorized to ensure the customer’s account balance is correct and current.

To sign up for direct payment of your water bill, just complete this form and return it to the Schertz Business Office: City of Schertz, 1400 Schertz Parkway Schertz, Texas 78154.

For more information about direct payment, please call 619-1100 for the Water Billing Department.

**AUTHORIZATION FOR DIRECT PAYMENT AUTOMATIC BILL PAYMENT
CITY OF SCHERTZ**

I (We) authorize the City of Schertz to initiate variable entries to my (our) account described below:

Checking Account No. _____ Savings Account No. _____

Credit Account No. _____ [VISA/ MC /DISC] Expiration Date. _____

Mailing address for Credit Card statements. _____

Financial Institution’s Name _____

Financial Institution’s Address _____

Attach a voided check or provide the financial institution’s **routing number** _____

(Please note: The routing number is found on the bottom left of your check)

This authority is to remain in full force and effect until the City of Schertz has received written notification from me(or either one of us) of its termination in such time and manner as to afford the City of Schertz a reasonable opportunity to act on it.

Signature _____

(Optional- For Joint Account)

Full Name _____

Signature _____

Address _____

Full Name _____

Date _____

Date _____

Telephone No. _____

Telephone No. _____

Billing Account No. _____

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