

# Direct Debit Application



PASADENA  
Water&Power  
SERVING THE COMMUNITY SINCE 1906

No more wasting time writing checks! You can now pay your monthly PWP bill automatically through your checking or savings account - it's easy and completely free! Once enrolled, payments will be automatically deducted from your account within 10 business days after PWP mails your statement.

## Applying for Direct Debit is as easy as 1-2-3:

- 1 Complete and sign this Direct Debit Application
- 2 Return it with a blank check marked "VOID" to:  
**Pasadena Water & Power  
Direct Debit Program  
P.O. Box 7121  
Pasadena, CA 91109-7121  
or Email to  
WPD\_CashHandling@CityofPasadena.Net**
- 3 You will receive a letter from PWP confirming that your Direct Debit Application has been received. Continue to pay your bill as usual until the confirmation letter is received. Please allow 4-6 weeks for your enrollment to be processed.

**Yes, I want to enroll in Direct Debit.** I hereby apply to participate in PWP's Direct Debit Program. When approved, this is my authorization to participate in this option as long as I continue to meet the applicable requirements. I understand my participation requires deduction from my designated checking or savings account to pay my utility bill. I confirm that I am responsible for any returned checks related to Direct Debit transactions. I can terminate my participation in this option at any time upon ten business days' notice to PWP.

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

Name as shown on PWP bill \_\_\_\_\_

Phone Number (H) \_\_\_\_\_ (W) \_\_\_\_\_

Checking (Please include a voided check. Do not send a deposit slip.)

**OR**

Savings Routing No. \_\_\_\_\_ Account No. \_\_\_\_\_

Name of Bank \_\_\_\_\_

PWP Account No. \_\_\_\_\_ Service Address \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**Please Note:** If you change banks after setting up Direct Debit, you will need to fill out and submit a new Direct Debit Application. If you have questions, please call Customer Service at (626) 744-4005 or visit us online at [PWPWeb.com/Your\\_Bill](http://PWPWeb.com/Your_Bill).

### For office use only:

DATE RCV'D: \_\_\_\_\_ DDCON: \_\_\_\_\_ ECIS: \_\_\_\_\_ RTE: \_\_\_\_\_