

LAN-DEL WATER DISTRICT  
601 Holiday Plaza, Lansing, KS 66043  
(913)727-3350

Patrons of the Lan-Del Water District may now use "DIRECT-PAY" to pay their monthly water bills through automatic electronic banking.

WHAT IS "DIRECT-PAY"? With our DIRECT-Pay service, payment of your monthly water bill is automatic. You can save time, effort, worry and postage. Plus, electronic banking makes DIRECT-PAY accurate and reliable.

HOW DOES DIRECT-PAY WORK? You will continue to receive your monthly bill. You will know how much your water bill will be and how much your financial institution will automatically pay from your checking or savings account. This will be in the "Amount Now Due" section and the bill will NOT indicate automatic withdrawal of payment. This amount will be deducted on the payment due date shown on your bill.

HOW DO I SIGN UP FOR DIRECT-PAY? Just complete the authorization form shown below and leave it with the office staff. You will need to include a voided check from your financial institution. If you need any assistance in signing up for DIRECT-PAY, please ask office staff for assistance.

DIRECT-PAY AUTHORIZATION FORM

Name		Name of Financial Institute	
Address		Address	
City	State Zip	City	State Zip
Daytime Telephone	Signature	Date	

I authorize Lan-Del Water District and financial institution named by me to deduct from my account the amount of my monthly service amount due. This option will be effective the 15<sup>th</sup> day of each month, or next business day. This authority remains in effect until revoked by me, my financial institution, or Lan-Del. **To cancel this option, I must notify Lan-Del in writing 30 days in advance of the cancellation date. I agree that I am obligated to pay my bill if my deduction is dishonored. If a deduction is dishonored, the deduction amount plus a returned item fee of \$50.00 is due the day after Lan-Del received a bank notification. Payment can be made with cash, debit, or credit card. Lan-Del retains its normal collection rights.**

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**COMPLETE THIS FORM, ATTACH A VOIDED CHECK, AND LEAVE WITH OFFICE STAFF FOR PROCESSING.**