

Gafford Chapel Water Supply Corporation

P.O. Box 1160

Sulphur Springs, Texas 75483-1160

TO: Gafford Chapel Water Supply customers
FROM: Harold Bryant, GCWSC Secretary/Treasurer
SUBJECT: Automatic Bank Drafts

More of our customers are now using our bank draft program to pay their water bills. Banks are encouraging customers to go paperless. The automatic bank draft option is convenient because you do not have to initiate the payment. We do it for you. You don't have to worry about late fees. Please read the information below to see if this payment method is right for you. If you want to enroll you must send us a voided check that shows the bank routing number and your account number. Or you can call Marynell Bryant at 903-885-3523 and give her your banking information. We must have this information by the 10th of the month you want to start the bank draft.

This automatic bank draft will work for any bank account that you choose to have your payment deducted from as long as we have your authorization. This is an optional form of payment and is not required. If you have any questions or need more information feel free to call Harold or Marynell Bryant at 903-885-3523.

Important Information about the Bank Draft:

- You will receive your water bill every month just as you always do.
- We will draft your account on the 15th of each month.
- The amount of the draft will be the amount shown on your bill as currently due on the 15th.
- A charge of \$25 will occur if the bank draft is rejected for insufficient funds in your account.
- You can cancel the bank draft authorization at any time by notifying us before the draft date.

Payment Options For all Customers:

- Authorized Bank Draft that GCWSC initiates. Your payment is automatically transferred to us and will show up on your bank statement. There is no charge.
- Online Bill Payment that you the customer initiate through your own bank. Your bank still sends us a paper check if you do online bill payments. The payment is not automatically transferred as it is with our authorized bank draft program.
- Personal Check or Money Order