



EXPRESS PAY

What is Express Pay?

Express Pay is a payment program that provides you, our customer, the option of paying your utility bill by automatic withdrawal from your checking or savings account.

How do I join Express Pay?

Just stop by the Customer Service Center at City Hall and pick up an application or call our Customer Service Center at **(623) 773-7160** or fax at **(623) 773-7159** and we will mail or fax one to you. A form may also be downloaded off the City of Peoria's website at www.peoriaaz.com.

What needs to be included with my Express Pay application?

We will need either a voided check from your **CHECKING** account or a pre-printed deposit slip from your **SAVINGS** account.

When do I know my application has been accepted?

Your billing statement will contain a message stating "NOT TO PAY"; the payment will automatically be withdrawn from your designated

account within three (3) days of the due date indicated on your billing statement.

The process may require up to two billing periods after submitting your Express Pay application to be initiated.

Will I continue to receive a bill from the City of Peoria?

Yes, you will continue to receive a billing statement. As participants of the Express Pay Program, you will have a notation on your billing statement indicating the previous amount that was successfully deducted from your designated account, the current amount due and the due date. The current amount due will be deducted within three days of the due date indicated on your billing statement from your designated account.

What if I have a question regarding my utility bill?

Please call the Customer Service Center at (623) 773-7160, if you ever have any questions regarding your bill. You may stop or make changes to your Express Pay at any time. Any stop payment or changes must be in writing. Please allow at least ten days before the due date listed on the current billing statement to initiate any changes or requests.

Sign up now!!!

Saves Time & Money

*

It's Easy & Hassle Free

*

No More Late Payment

*

BEST OF ALL – IT'S FREE

- See reverse side for "Express Pay" application - K



Express Pay

Application

AUTOMATIC UTILITY PAYMENT AUTHORIZATION

The City of Peoria offers two automatic payment options for its utility customers. Please complete the authorization at the bottom of this form designating your preference. The withdrawal from your account will occur within three days of the due date shown on your monthly statement. You will see this statement on your billing, DO NOT REMIT PAYMENT-AUTOMATIC PAYMENT PROCESSED. This indicates that you are on our express pay program. It may take up to two billing periods after submitting your application. Please review your statement immediately upon receipt. Our office must be notified, in writing, if you would like to stop the automatic payment application, at least 10 days prior to the billing due date (see address at bottom of this page).

Customer Name: _____

Utility Account Number: _____

Service Address: _____

Mailing Address: _____

(if different from Service Address)

Daytime Phone (____) _____ **Alternative** Phone (____) _____

PLEASE CHOOSE ONE PAYMENT PREFERENCE AND PROVIDE REQUIRED INFORMATION

SUREPAY – AUTOMATIC
PAYMENT THRU CHECKING ACCOUNT
(A voided **check** must be attached)
A/C # _____

SUREPAY - AUTOMATIC
PAYMENT THRU SAVINGS ACCOUNT
(A voided **deposit slip** must be attached)
A/C # _____

Name of Bank _____ Bank's Phone # _____

Bank Address _____

City _____ State _____ Zip Code _____

You are hereby authorized and requested, until otherwise instructed, to charge to the above referenced account, all utility charges and fees rendered against the undersigned by the City of Peoria, as stated on the utility billing statement, for the service address listed above. Utility charges may include one or more of the following services: water, sewer and sanitation.

I understand that requests to discontinue or change this service must be made in writing and forwarded to the **City of Peoria, ATTN: Customer Service Center, 8401 W. Monroe Street, Peoria, AZ 85345.**

Signature: _____
(As signed on your bank account)

Date: _____