Douglas County
Lake Tahoe Sewer Authority

AUTHORIZATION FOR RECURRING DEBIT VIA ACH TRANSFER

Direct Payment via ACH is the transfer of funds from a customer's bank account for the purpose of making a payment.

DCLTSA Account Number: **Service Address:**

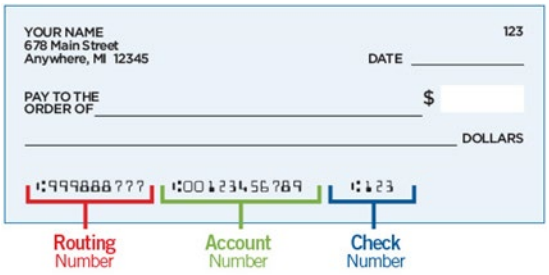
Please complete the following information:

I/We authorize Douglas County Lake Tahoe Sewer Authority (DCLTSA) to electronically debit my/our account for payment of my/our sewer use bill.

Name of Financial Institution: _____

Type of Account: ☐ Checking ☐ Saving

Routing Number: _____ Account Number: _____



Please Attach a Voided Check Here

Amount and Dates of Debits:

2025 - 2026 Fiscal Year

Payment Date	Amount Per Unit
July 10, 2025	$156.00
October 10, 2025	$156.00
January 10, 2026	$156.00
April 10, 2026	$156.00

2024 - 2025 Fiscal Year

Payment Date	Amount Per Unit
July 10, 2024	$148.50
October 10, 2024	$148.50
January 10, 2025	$148.50
April 10, 2025	$148.50

This authorization must be signed to implement the Recurring Debit:

At least one owner on the bank account must sign. By signing below, I/We confirm that I/We have received/Retained a Completed copy of this Authorization and Consent to its terms and conditions (see Back).

Owner Name:	_____	Owner Name:	_____
Signature:	_____	Signature:	_____
Date:	_____	Date:	_____
Phone:	_____	Phone:	_____
Email:	_____	Email.:	_____
Mailing Address:	_____	Mailing Address:	_____

TERMS AND CONDITIONS

In this Authorization for Recurring Debit ("Authorization"), "I", "me", and "my" refer to all owners of the bank account designated on the front of this form who are signing this Authorization, jointly and severally. "DCLTSA" refers to Douglas County Lake Tahoe Sewer Authority.

Termination of Authorization: This Authorization will remain in effect until: (a) I notify DCLTSA in writing that I no longer desire the recurring debit, or (b) DCLTSA terminates this agreement. DCLTSA may terminate this agreement if: (a) I close my Bank Account; (b) on two (2) successive occasions in one quarter DCLTSA is unable to debit the account for the full amount due; or (c) DCLTSA determines, in its discretion, that a change in federal or state law applicable to recurring ACH debits and/or this Authorization form makes it illegal or impractical to continue this service or necessitates a change in terms of this Authorization.

I agree to notify DCLTSA in writing of any changes in my account information or termination of this authorization at least 14 days prior to the payment date. Written notice must be sent to:

Douglas County Lake Tahoe Sewer Authority
P.O. Box 578
Zephyr Cove, NV 89448

The recurring payment will be discontinued within approximately 7 business days after DCLTSA receives your request to cancel. Your payment, however, may not be cancelled within three (3) calendar days of your payment date. Any payments that cannot be processed for any reason are subject to the same return payment fees as other payments. DCLTSA may terminate this agreement upon written notice and reserves the right to limit participation to customers whose accounts are in good standing. The service will also be cancelled upon receipt of a Bankruptcy or Foreclosure notice.

Payment Due Date: I understand that if a payment due date shown on the front of this page falls on a Saturday, Sunday, or bank holiday, the payment amount will be debited from my bank account on the next day DCLTSA is open for regular business.

Insufficient Funds: I understand and agree that if my Bank Account does not have a sufficient balance on the day that a payment is to be debited, DCLTSA will assess a $15 fee and may suspend further efforts to debit the account and look directly to the property owner for the payment.

Amount of Debit: If a full or partial payment is made to your sewer account prior to a payment due date, DCLTSA may debit your account for the unpaid portion, however DCLTSA may continue to debit your account for the entire regularly scheduled payment amount due.

Responsibility: Except to the extent that additional responsibility or liability is imposed by applicable law, DCLTSA shall have no liability with me with respect to a debit against the designated bank account which is drawn in an incorrect amount or drawn or presented after this Authorization has terminated other than the responsibility to correct any such error.