

**Tellico Area Services Systems**  
**P.O. Box 277**  
**Vonore, TN. 37885**  
**Electronic Funds Transfer Payment Plan**

**What is the Electronic Funds Transfer Payment Plan?**

The Electronic Funds Transfer Payment Plan is the easiest way to pay your water and sewer bill. If you are out of town, sick, or on vacation, you don't have to remember to pay your bill! It eliminates checks, postage, additional charges, and standing in long lines to pay your water and sewer bill. Also, you will build and maintain excellent credit since every water and sewer bill will be paid on time. All you do is authorize your bank and TASS to automatically deduct your water and sewer bill from your checking account each month. You will still receive your utility bill, but instead of sending your payment, your checking account will be debited on the net date shown on your bill or the next banking day.

Contact your bank to get information on their authorization procedure.

**What If I Don't Have Enough Money In My Checking Account To Cover My Utility Bill When My Account is Debited?**

If an Electronic Funds Transfer Payment Plan transaction is returned due to insufficient funds, the return payment will be subject to charges as a returned check.

**NOTE:** The Payment Plan will become effective on the first bill you receive with "Electronic Funds Transfer" written on it. Continue to pay as usual until this notation appears on your bill.

**What If I Disagree With The Amount Shown On My Utility Bill?**

If you have a disagreement with the amount of your utility bill, you must call TASS at least five days before the net date on the bill. Only the disputed bill will be removed from the Electronic Funds Transfer Plan.

**How Will I Know My Utility Bill Is Being Paid?**

Your Payment Plan Transfer will be shown on your checking account statement just like any other transaction. Your checking account statement is proof of payment and serves as a receipt.

Your payment will be deducted from your account on the net pay date (if the net pay date is a non-banking day, the transfer will be processed the next business day.)

**What If I Have A Question About The Payment Plan or About The Amount Deducted On My Bank Statement?**

If you have any questions about the Payment Plan, call (423) 884-6400 or (865) 856-3530. If your statement reflects an error, your bank will investigate the problem.

**How Can I Join The Payment Plan?**

Every TASS customer can enjoy the convenience of the Payment Plan. Just fill out the attached authorization form and attach a voided check. Please allow two (2) weeks for processing.

**Please Read And Sign**

TASS has designed this service for your convenience. You may withdraw from this program at any time by giving written notice to TASS. The automatic transfer will be processed by your bank on the **NET PAY DATE** (if the net date is a non-banking day, the transfer will be processed the next business day). If there is a problem with your bill, you must call at least five (5) calendar days prior to the net pay date. It will be your responsibility to inform TASS that you are a Payment Plan member and do not wish to have the bill in question processed via the Payment Plan System.

It will be your responsibility to notify TASS if you change your bank or account numbers. Also, if you move, it will be your responsibility to set Electronic Funds Transfer Payment Plan at your new location.

I have read and fully understand the Payment Plan. I would like to be an Electronic Funds Transfer member.

**Name:** \_\_\_\_\_

**TASS Account #:** \_\_\_\_\_

**Service Address:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_

**Name Of Bank:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please complete this page and return to TASS along with a Voided Check.

**ATTACH CHECK**