City of Santa Barbara, Waterfront Department



AUTOMATIC PAYMENT ENROLLMENT FORM



Automatic Payment Service

How does Automatic Payment Service Work?

After enrollment in Automatic Payment Service, you will continue to receive an itemized monthly Harbor statement. Approximately fifteen (15) days from the date of your Harbor statement, your checking account will be automatically debited for all charges shown on your statement. Of course, you can still call the Waterfront Office at 805-564-5531 if you ever have questions about your statement.

Who is eligible for Automatic Payment Service?

Automatic Payment Service is available to all slip permittees billed by the Billing Office. Your account must be in good standing without any existing special payment arrangements and no more than one return check within the last twelve (12) month period.

What does it cost to participate in Automatic Payment Service?

There is no charge to participate. However, some financial institutions may charge a fee for electronic fund transfers. Ask your bank regarding any possible fees.

After I'm enrolled, how do I change information in Automatic Payment Service?

Changes must be made in writing to the Waterfront Department (bank account information, address, etc.) Inaccurate information may result in payments being refused by your financial institution. The City will not be responsible for losses which result from inaccurate information or failure to provide us with timely notification of changes.

What happens in the event of a rejected payment?

Payments may be rejected by your financial institution because of insufficient funds, closed/unauthorized accounts or other reasons. Check with your financial institution for possible fees it may impose. If your payment is rejected, the Waterfront Department will charge you a processing fee on your next Harbor Bill, as well as a late fee. The Waterfront Department reserves the right to terminate your participation in Automatic Payment Service if your payment is rejected more than once within a twelve (12) month period.

How do I stop participating in Automatic Payment Service?

You may cancel your participation at any time by writing the Waterfront Department at 132-A Harbor Way, Santa Barbara, CA 93109. Termination will become effective within fifteen (15) working days after we receive your notification.

Yes! Sign me up for automatic payment service!	Automatic Payment Service Application & Agreement
Enclosed are: ✓ Check for this month's Harbor bill ✓ Payment stub ✓ Completed application ✓ An original voided check Name:	I hereby authorize the City of Santa Barbara Billing Office and the financial institution I've indicated to automatically deduct from my checking account all future payments for my slip fees. I understand that both the Waterfront Department and my financial institution reserve the right to terminate this authorization and my participation therein. If I choose to terminate this authorization, I will immediately notify the Waterfront Department in writing.
Address:	Print Name:
City/ State/ Zip:	Signature & Date:
Phone:	Your signature is mandatory to be enrolled in
Harbor Bill Account #:	Automatic Payment Service and must match name on check.
Financial Institution:	
Routing & Transit #:	
Checking Account #:	