



FAST Payment >>>>

Electronic Payments from SAWS are Free, Fast and Easy!

Here's how it works

Getting started with SAWS Fast Payment is quick and easy because it requires no changes to the vendor's billing process. The vendor simply continues to invoice SAWS as usual. SAWS then processes the invoice for electronic payment through the Automated Clearing House Network. Funds are deposited directly into the vendor's bank account. Finally, the vendor receives a Remittance Advice Notice from SAWS via postal mail, listing the invoices being paid, the payment date and the amount.

We encourage all vendors to sign up for this convenient service. It speeds up the payment process and can even save an extra trip to the bank.

Electronic payments will begin once SAWS has received and processed the registration form below.

Terms of Agreement

SAWS Fast Payment is an electronic payment program designed for vendors to receive funds from SAWS more quickly for the payment of invoices. The program is available to vendors who bank with accredited financial institutions capable of accepting automatic deposits via the Automated Clearing House Network, or ACH.

Any vendor on the SAWS Fast Payment program may be withdrawn from the program if the automatic deposit transaction is not honored by their financial institution for any reason.

In addition, the vendor must notify SAWS immediately if there is a change in the vendor's bank or bank account where the automatic deposit is administered.

Invoice disputes should be discussed with a SAWS Accounts Payable representative. Vendors desiring to discontinue participation in the SAWS Fast Payment program may do so by calling a SAWS Accounts Payable representative at 210-233-3824. Upon receipt of notice, the vendor will revert to normal check payment.

Questions? Call SAWS Accounts Payable at 210-233-3824



I hereby authorize San Antonio Water System to deposit amounts paid on invoices into the bank account described below.

Company Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ E-mail Address _____

Financial Institution _____

Bank Routing # _____ Bank Account # _____

Signature _____ Title _____

Be sure to read the "Terms of Agreement" above and sign the application. Please mail the completed application to:

**San Antonio Water System
Attention: Accounts Payable
P.O. Box 2449
San Antonio, TX 78298-2449**

**Please attach a VOIDED CHECK to ensure your correct bank account number is used.
SAWS cannot complete your application without your VOIDED CHECK.**