



4815 E. Highway 54  
El Dorado Springs, Missouri 64744  
800-876-2701  
Fax: 417-876-5368

Sac Osage Electric Cooperative is pleased to offer two convenient automatic payment plans to our members. By opting for one of these plans, you can effortlessly pay your electric bill(s) each month, eliminating the need to write checks and mail or deliver them to our office.

### **How to Enroll**

If you are interested in the convenience of automatic payments, please follow these steps:

1. Choose your preferred payment plan.
2. Provide the necessary information requested for the selected plan.
3. Sign and date the form.
4. Return the completed form to our office.

### **Activation Timeline**

Please note that it may take one to two billing cycles for the Automatic Payment Plan to become active. You will know your plan is operational when your electric bill(s) indicate that the payment will be made automatically.

### **Paperless Billing Enrollment**

By signing up for automatic payments, you will also be enrolled in paperless billing. This means you will receive your electric bill electronically via the Smarthub App or through your email address.

### **Requesting Paper Statements**

If you prefer to continue receiving a paper billing statement along with automatic payments, please ensure you check the appropriate box on the form.

We are committed to making your billing experience as seamless and convenient as possible. If you have any questions or need further assistance, do not hesitate to contact our office.

☐ I would like to receive my billing statement ELECTRONICALLY

☐ I would like to receive my billing statement BY MAIL

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Member Signature

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Email Address



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### Application for Automatic Monthly Bank Draft Payment Plan

Please transfer my electric bill account(s) listed below to the Automatic Monthly Bank Draft Payment Plan.

Account Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

#### Instructions for Automatic Bank Draft Payment Plan

1. Enter the electric bill account number for the account(s) you wish to be transferred to automatic bank drafting.
2. Return your bill(s) and your payment with this completed form.
3. **Include a voided check from the account to be drafted.**
4. In one to two billing cycles your account(s) will be transferred to the automatic bank draft payment plan. When activated, the draft will occur on the 20<sup>th</sup> day of the month following the due date of the bill.

Bank Account Number: \_\_\_\_\_

Routing Number: \_\_\_\_\_

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date

### Application for Automatic Credit Card Payment Plan

Please transfer my electric bill account(s) listed below to the Automatic Credit Card Payment Plan.

Account Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

#### Instructions for Automatic Credit Card Payment Plan

1. Enter the electric bill account number of the account(s) you wish to be transferred to automatic monthly credit card payment plan.
2. If payment is due at this time, return your statement with this completed application. Your credit card will be charged for the amount currently due.
3. Your credit card will automatically be charged for future monthly bills. The amount due on the accounts listed above will be charged to your credit card on the 20<sup>th</sup> day of the month following the due date of the bill.

Type of Card:  
American Exp. \_\_\_\_\_  
MasterCard \_\_\_\_\_  
VISA \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Zip Code Card is Billed To: \_\_\_\_\_

Security Code (3-Digits): \_\_\_\_\_

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date