



# AUTOMATIC DEBIT AUTHORIZATION

**Office:** 10 Tramway Loop NE Albuquerque NM 87122

**Mailing:** 20 Tramway Road NE Albuquerque NM 87122

- **Phone:** (505) 856-6419
- **Email:** [customerservice@sandiapeak.com](mailto:customerservice@sandiapeak.com)

By signing up for automatic credit card payments, you have chosen an easy and convenient way to pay your monthly Sandia Heights Services bill! Simply fill out the authorization information below and submit your form via US mail or email at [customerservice@sandiapeak.com](mailto:customerservice@sandiapeak.com). Your payments will be automatically deducted from your debit or credit card on the 5<sup>th</sup> of every month. No more checks, stamps, lost mail or delayed payments! You will continue to receive your monthly paper statement, or you can sign up to view your bill online at [www.shs.viewmybill.net](http://www.shs.viewmybill.net).

We currently accept Visa, Mastercard and Discover cards. A tiered processing fee based on the transaction amount applies. Sandia Heights Services does not receive a portion of this fee. For more information on the tiered processing fee, please visit [www.shs.viewmybill.net](http://www.shs.viewmybill.net).

<b>Sandia Heights Services Account Number</b>	
<b>Customer Name</b>	
<b>Service Address</b>	
<b>Mailing Address</b>	
<b>Telephone Number</b>	
<b>Card Name</b>	
<b>Card Number</b>	
<b>Expiration Date</b>	
<b>CVV Number</b>	

As an authorized signor on the above noted account, I hereby grant permission for Sandia Heights Services to initiate debit entries to the credit/debit card named above. I understand that this authority will remain in effect until a written termination request is submitted to Sandia Heights Services and will afford Sandia Heights Services a reasonable opportunity to act on it.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date