

SDG&E electronic payment services enrollment form

I wish to enroll in Automatic Pay

I hereby apply to participate in San Diego Gas & Electric Company's ("SDG&E") electronic payment program. If my enrollment in Automatic Pay is approved by SDG&E, I authorize SDG&E to make regularly scheduled charges to my designated checking account, which I am providing by way of a canceled or voided check, in the amount of my SDG&E statement balance. I confirm that I am responsible for paying any financial institution fees related to transactions and that failure to promptly notify SDG&E of any changes to my bank information may result in fees from my financial institution that may take up to 10 calendar days to process and appear on my account. This authorization remains in effect unless I end my participation in this option at any time upon 14 calendar days' notice to SDG&E.

If I am enrolling in Automatic Pay, I understand my enrollment will be established immediately after my request is received by SDG&E unless I have an outstanding statement balance. If I do, I must make a one-time payment in another manner as the Automatic Monthly Payment Program may not have taken effect. In addition, if the scheduled date of any electronic funds transfer ("EFT") falls on a weekend or holiday, my EFT will be credited as of the next business day.

SDG&E and my financial institution each reserve the right to terminate this authorization and my participation therein.

I have read, understand and hereby consent to the E-payment program guidelines as set forth in this brochure. I certify that the information provided herein is true and correct in all respects.

NAME (please print as it appears on your SDG&E bill)

SDG&E ACCOUNT NUMBER

SERVICE ADDRESS

CITY STATE ZIP

PHONE NUMBER (daytime) EMAIL ADDRESS

SIGNATURE

(Please be sure to sign your application and include a canceled or voided check.)

Check here:

- To update your current bank account information
- To cancel your current enrollment
- I was a former Pay by Phone customer

Please retain a copy of this form for your records.

Handwritten signature



**What happens in the event of a rejected payment request?** Payments may be rejected by your financial institution due to insufficient funds, closed/unauthorized accounts or for other reasons. Check with your financial institution for possible fees it may impose. If your payment is rejected, SDG&E will charge an \$8 processing fee on your next bill. SDG&E reserves the right to terminate your participation in any of these programs if your payment is rejected more than once within any 12-month period.

**How do I cancel my participation in Automatic Pay service?** You may cancel your participation in Automatic Pay by calling 1-800-411-7343 and asking to be removed. Termination will become effective within 14 calendar days after we receive notification.

SDG&E may modify or terminate any or all services or features of this electronic payment program at any time without notice. SDG&E has no responsibility for any failure or error in Automatic Pay, including, without limitation, any interruption, omission, mistake, malfunction or delay related hereto. No indirect, consequential, punitive or special damages will be assessed against either party in connection with this electronic payment program



P.O. Box 129831 | San Diego, CA 92112-9831 | 1-800-411-7343  
Connect at [sdge.com](https://sdge.com)



E-payment options





SDG&E® offers several flexible and convenient electronic payment options. These payment services provide fast and secure ways to pay your bill that could save you time and money.

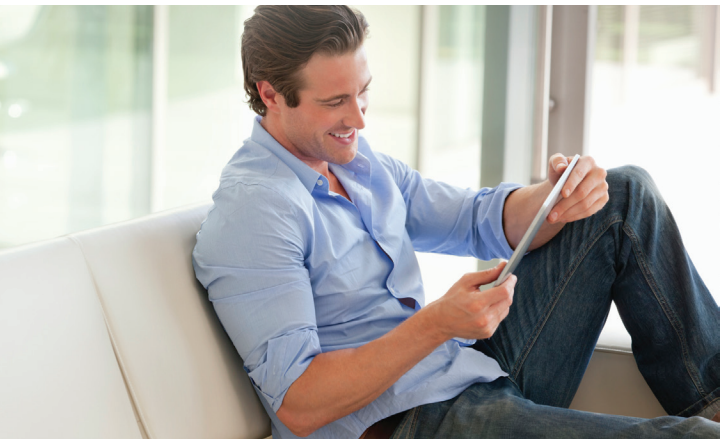
### Online payment options

#### My Account

SDG&E’s free online account service option provides an easy way to manage your bill – from fast online payment to viewing up to 25 months of account activity. With My Account your information is always available to you, 24-hours a day, seven days a week. My Account allows you to:

- Eliminate paper bills, check writing and postage stamps.
- Receive and pay your bill online—even link, view and pay multiple bills in one easy step.
- View and print up to 25 months of account activity.
- Set up automatic recurring payments or submit individual payments each month, according to your preference.
- Update your billing and payment information online.
- Make payment arrangements securely and quickly if you need more time to pay your bill.

For immediate online billing and payment, you can enroll in My Account at [sdge.com/MyAccount](https://sdge.com/MyAccount). You’ll need your most recent SDG&E statement as well as your banking information in order to get started.



For more information on any of our payment options, call 1-800-411-7343, or visit [sdge.com](https://sdge.com). Please have your account number ready if you call.

#### Pay online through your bank

E-bills are electronic versions of your paper bill delivered to you via your bank’s online bill payment service. If you prefer to manage all of your bills online in one place, this may be the option for you. Many home banking customers can now receive and pay SDG&E e-bills through their bank’s online bill payment site. You’ll need to check to see if your online banking offers this service.

### Other electronic payment options

#### Automatic pay

Automatic Pay is an electronic payment option where your monthly payment is automatically deducted from your designated checking account. With Automatic Pay, you’ll still continue to receive a monthly SDG&E bill. However, your checking account will be debited automatically for the amount due shown on your bill 10 days after we mail your bill to you. You can sign up using the form on this brochure.

### E-payment program guidelines

**Who is eligible to sign up?** Online and Automatic Pay are open to SDG&E residential and business

customers whose accounts are in good standing without existing payment arrangements and without more than one returned check within the last twelve months.

**If I enroll in Automatic Pay, can I also make online payments?** If you enroll in Automatic Pay and you make an online payment through My Account, you’ll automatically be taken off of Automatic Pay to prevent any duplicative payments. After making your first online payment, you’ll receive one more paper bill by mail before paper bills are stopped. However, you’ll continue to receive monthly email notifications letting you know that your bill is ready to be viewed and paid online.

**Is there a fee to participate in Automatic Pay?** There’s no charge from SDG&E to participate. Some financial institutions may charge a fee for electronic fund transfers. Please check with your bank about any fees that may apply.

**After I am enrolled, how do I change or update bank information?** If you’re a registered My Account user, you can view and edit your bank information instantly at [sdge.com/MyAccount](https://sdge.com/MyAccount). Or, if you’re signed up for Automatic Pay, please call SDG&E at **1-800-411-7343** to obtain a change form.

### Enrollment is simple:

### Online payment options

#### My Account

To enroll in My Account, please have your most recent SDG&E statement and your banking information handy. Visit [sdge.com/MyAccount](https://sdge.com/MyAccount) to set up your account.

#### Online banking

To enroll in an online payment option or to receive e-bills from your online banking or bill payment site, please check with your institution to make sure they offer this service. Follow their enrollment requirements to begin receiving or paying your bill online.

### Other electronic payment options

#### Automatic pay

You can enroll in Automatic Pay by filling out the form attached to this brochure. Then either mail it back following the instructions below, or bring the completed form and a voided check to a local payment office.

To mail in your application, please detach and complete the form and mail it with a voided check to:

**San Diego Gas & Electric  
Payment Options Processing  
P.O. Box 129831, CP-61C  
San Diego, CA 92112-9831**