

## COLLECTION OF PAYMENT

### ➤ Who may avail of the service:

The concessionaire of Bulan Water District with existing Service Connection.

### ➤ What are the requirements

1. Statement of Account (if any)

### How to Avail of the Services:

Step	Applicant/Client	Service Provider	Duration	Person	Fees	Form
1	Proceed to the Teller and present the statement of account	Receive/Accept payment and issue Official Receipt	3 mins.	CSA - Venice A. Lao		
2	For those concessionaires who are paying in check please proceed to Cashier	Receive/Accept payment and issue Official Receipt	3 mins.	Cashier - Loren Gerona		

 **Duration:**     *3 MINUTES*