FOR OFFICE USE ONLY:

Beg. Payment Month/Year: _____

Cut Along Line

Payment Options

By Phone:

You can pay your City of Melfort utility account from your home if you use a telephone payment service through your financial institution. Remember though, if you move, you must inform you financial institution that your 12 digit account number will change.

At Your Financial Institution:

You can pay your City of Melfort utility account at most financial institutions.

Pre-Authorized Payment Plan:

Automatically debit your bank account for the billed amount shown on your utility bill. You will continue to receive a (bi)monthly utility invoice which lists your utility charges.

At City Hall:

You can pay by cash, cheque or debit card (Interac) from 8:00 a.m. to 4:30 p.m., Monday to Friday. There is also a 24 hour deposit box.

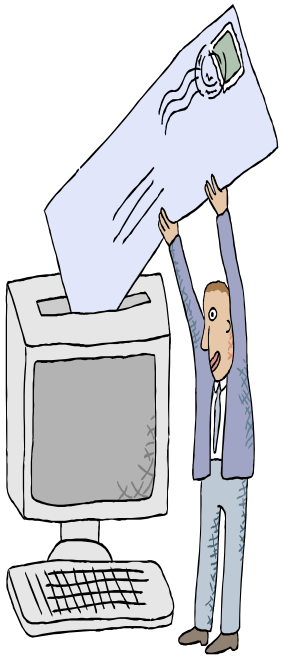
Mail To:

City of Melfort

P.O. Box 2230
202 Burrows Avenue West
Melfort, SK S0E 1A0

Utility Billing E-Billing Application

City of Melfort



City of Melfort

The City of Northern Lights

Telephone: 306 752-5911
Fax: 306 752-5556
Email: waterservices@melfort.ca
Web: www.melfort.ca

Utility E-Billing

What is E-Billing?

E-Billing is receiving your City of Melfort Utility Bills by e-mail address instead of regular mail.

How do I sign up?

By signing the terms and conditions, the City of Melfort will now forward your Utility Bills to the email address you have provided.

What if I move or sell my property?

If you move or sell your property, it is your responsibility to immediately inform the City's Utility department to arrange for cancellation or transfer of e-billing. You will have an option if you moved to another location in Melfort that requires Utility billing to transfer your e-mail address. Please advise the City's Utility department at least two weeks prior to your next billing date. All final bills will be sent by regular mail.

What happens if I miss a payment?

If you miss a payment, the City of Melfort has the right to serve a disconnection of services notice for your property. You will still receive arrears notifications by regular mail.

THESE TERMS AND CONDITIONS APPLY IN FULL, AND IF YOU DO NOT WISH TO BE BOUND BY THEM YOU SHOULD NOT SUBSCRIBE TO E-BILLING. MAKE SURE YOU READ THEM CAREFULLY AND IN FULL BEFORE SIGNING UP.

By using City of Melfort E-billing you agree to accept and abide by the terms and conditions set out below.

1. By signing up to the e-billing service you agree to receive an electronic bill in place of your paper bill; however the debt recovery process will continue to be paper based.
2. You must have a valid e-mail account to use e-billing. You must provide us with the correct and currently valid address of the e-mail account to which you would like your bill to be sent. The privacy and accuracy of that e-mail address is entirely your responsibility and in particular, but without limitation, should that e-mail account ever become invalid or should you wish your bill to be sent to a different e-mail account, it shall be your responsibility to notify the City of Melfort. You shall remain fully liable for any bills which were sent to your previous e-mail address.
3. City of Melfort reserves the right to refuse use of the e-billing service to anyone, for any reason whatsoever, in its absolute discretion. Further, we reserve the right to modify or discontinue (permanently or temporarily) the e-billing service to you or all recipients at our discretion.
4. All bills that are sent to you by e-mail shall be due and payable on the "date due" of each bill. You shall remain fully responsible and liable to pay any bills that have been sent to the e-mail address you have specified, regardless of whether or not you access that e-mail account and read the relevant e-mail, are disconnected from your e-mail account (for any reason and whether by City of Melfort or otherwise) or for any other reason (other than City of Melfort's negligence) fail to read the relevant billing.
5. City of Melfort cannot guarantee uninterrupted access to the e-billing service and makes no guarantees whatsoever as to its operation, availability, functionality, that it will be free of error or disruption or otherwise.
6. Information regarding any previous electronic bills is shown at the date the bill was produced and is subject to change.
7. The e-billing service is intended for use by the utility billing client of City of Melfort.
8. City of Melfort reserves the right to alter these terms and conditions by posting new terms and conditions on the e-billing service. We will make the latest version of our terms available for you to read at all times.

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E-Billing Application

New

Change

Contact 1: Last Name, First Name

E-mail address

Utility Account Number (12 Digits)

Service Address

Residential Phone

Business Phone / Cell Phone

I have read the terms and conditions, and agree to abide by all items stated on this application.

Signature