

Utility E-Billing

What is E-Billing?

E-Billing is receiving your City of Meadow Lake Utility Bills to your email address instead of by regular mail.

How do I sign up?

When you submit the application and sign the terms and conditions, the City of Meadow Lake will begin forwarding your Utility Bills to the email address that 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. If you move to another location within Meadow Lake, you will have the option to transfer your email address to your new account. Please advise the 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?

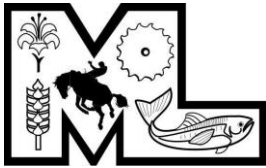
As with paper billing, penalties will be added to unpaid accounts after 60 days from the billing date. You will still receive arrears notifications by regular mail.

What if I lose my bill?

If you accidentally delete or misplace your bill, you can contact City Hall and we will resend your bill to you.

Will my information be used for anything other than E-Billing?

No. The City of Meadow Lake will not release your personal information to any third party, nor will we send you anything by email other than your utility bill.



City of Meadow Lake

Box 610 – 120 1st St East
Meadow Lake, SK S9X 1Y5
Ph: 306-236-3622
Fax: 306-236-4299
www.meadowlake.ca

For Office Use Only:
Account #:
Date Entered:

Utility E-Billing Application

*Please Print Clearly

Name on Account: _____

Email Address: _____

Utility Account Number:

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Service Address: _____

Home Phone: _____ Cell/Work Phone: _____

Signature: _____ Date: _____

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 Meadow Lake 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 email account to use e-billing. You must provide us with the correct and current valid address of the email account to which you would like your bill to be sent. The privacy and accuracy of that email address is entirely your responsibility, and in particular, but without limitation, should that email address ever become invalid or should you wish your bill to be sent to a different email account, it shall be your responsibility to notify the City of Meadow Lake. You shall remain fully liable for any bills which were sent to your previous email address. It is your responsibility to ensure that your junk mail filters are set to allow mail from the City of Meadow Lake to be received.
3. The City of Meadow Lake reserves the right to refuse the use of 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 email shall be due and payable on the "due date" of each bill. You shall remain fully responsible and liable to pay any bills that have been sent to the email address you have specified, regardless of whether or not you access that email account and read the relevant email, are disconnected from your email account, or for any reason (other than negligence by the City of Meadow Lake) fail to read the relevant billing.
5. The City of Meadow Lake 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 the City of Meadow Lake.
8. The City of Meadow Lake 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.