



Town of Penetanguishene
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UTILITY E-BILLING ENROLLMENT FORM

As part of our ongoing effort to be environmentally friendly, The Town of Penetanguishene is offering e-billing as a method of delivering utility bills to our water/sewer customers.

Beginning in 2013, property owners will have the option to receive their quarterly utility bill via email by simply providing the information requested below. No paper copy of your utility bill will be issued if you choose this delivery option.

Please return this completed form to the Town of Penetanguishene, ATT: Utility Billing, if you wish to make the switch to e-billing.

As per the Municipal Act, property tax bills will continue to be mailed to residents. This enrollment form only pertains to utility bills.

Name: _____
Property Owner(s) Client Code (for Office use only)

Water Account #: _____

Property location: _____

Telephone #: _____

E-mail address: _____
(print clearly - only one email account per property)

e-bill Dates: the 2nd week following the end of each quarter (Jan-Mar; Apr-Jun; Jul-Sep; Oct-Dec)

Signature(s): _____ Date: _____

You may cancel your authorization of e-billing at any time with a written notice to the Finance Dept. If you change your e-mail address or have any other information changes, you must notify the Finance Dept. in writing. If you own more than one property, a separate form is required for each property. The Town is not responsible for utility bills that are not received. If you don't receive your quarterly utility bill, please contact the Finance Dept., as interest and penalties will still be applicable on unpaid accounts.