

Auto Payment & Bill Emailing

These days we are all concerned about the world we live in and being “green” has become very important. The City of Sheldon cares about our environment as we are sure you do as well. We are now able to email your monthly utility bill to you. If you would like to take advantage of having your utility bill emailed to you, please fill out the form below, mark the box requesting bill emailing and return it to our office by the 25th of the month.

We also offer autopay, which deducts your payment from your checking account each month. Your financial institution will automatically debit your account on the 22nd of each month unless that were to fall on a weekend or holiday, then it is the prior business day. If you would like to take advantage of autopay, please fill out the form below, mark the box requesting autopay and return it to our office along with a **voided check**.

You can take advantage of one or both of these services.

Please print clearly

Name _____

Utility Service Address _____

Phone Number _____ Utility Account Number _____

Email Address _____

Signature _____

Date _____

Bill Emailing: I authorize the City of Sheldon to email my monthly utility bill. I agree to give 30 days notice if I desire to discontinue this service. I will also notify the City of Sheldon 30 days in advance if I would like to change the email address that my utility bill is emailed to.

Auto-pay: I authorize the City of Sheldon to automatically withdraw my balance due for my utility account from my financial institution. Please attach a **voided check** for the account from which you want the withdrawals. If this service is no longer desired, or if you change banks, we must have 30 days notice. As stated above, this will be withdrawn on the 22nd of the month, unless the 22nd falls on a weekend or holiday, then it will be the prior business day.

**If you have questions or concerns, please email pmeester@cityofsheldon.com or call our office at 712-324-4651.