



Utility E-Bill Authorization Form

Please complete form and return to City Hall

Customer Name:

Account Number:

Service Address:

Phone Number:

State:

Zip Code:

Email:

By completing this enrollment form you are choosing to receive your City of Springfield Utility Bill electronically and will not be receiving a bill by mail. You have the right to withdraw your consent at any time by contacting the Finance Office at (269) 965-8014. Once enrolled in the electronic e-bill program, you are responsible for ensuring receipt of the email. The City of Springfield will email your bill to the address you provide and if you fail to receive it, you are responsible for all charges on the account by the due date. If payment is received after the due date, penalties will apply. In order to ensure that we are able to provide you with accurate billing information, you must update us with any change in your email address. The City cannot ensure electronic delivery of your utility bill. All electronic bills can be printed or saved electronically to your computer for your records. If you use spam filters, please add the City of Springfield to your approved senders list.

Signature:

Date: