



Authorization for Paperless Utility Billing
E-mail Billing
City of Belleville, Kansas
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The City of Belleville is pleased to offer paperless billing to our utility customers. Customers can now receive their bill faster via email. Each month when the bill is prepared, an email will be sent with a PDF attachment of the utility bill. Signing up is easy, just complete the form and return to us. Each utility account requires a separate authorization form.

Email bill only _____

Email & paper bill _____

Paperless billing authorization

Customer Name

Email Address

Phone Number

Account Number

Utility Service Address

I authorize the City of Belleville to email my monthly utility bill. I acknowledge that it is my responsibility to review the monthly bill. I further agree to notify the City of any changes to my mailing address, email address or contact information. Failure to notify the City of any changes or failure to receive the bill does not waive penalties or fees and the account will still be subject for disconnection due to non-payment. The City cannot ensure electronic delivery of your utility bill.

Please note that the email billing has a different format than the utility billing card. The email billing shows a sewer reading and usage which does not reflect your yearly sewer calculation based on the January, February and March usage for residential customers. The printed sewer billing amount is correct.

Signature

Date