



Box 30, 400 - 10th Street  
Beaverlodge, AB T0H 0C0

## REGISTRATION FOR ELECTRONIC UTILITY BILLING

The Beaverlodge offers utility e-Billing to customers with utility accounts. With this service, customers can opt out of receiving a paper bill through the mail (at a cost of \$2.00) and instead elect to receive a utility bill notification via e-mail (no cost).

Choosing to sign up for e-Billing will not affect the way you pay your utility bills. Customers will continue to have the following options for payment: Cash, Cheque, Debit, Credit Cards (Visa and MasterCard), Online Payments, Online/Telephone Banking, Pre-Authorized Payments and E-Transfer to [accountspayable@beaverlodge.ca](mailto:accountspayable@beaverlodge.ca)

To discontinue the E-Billing Notification service, simply e-mail your request to: [utilities@beaverlodge.ca](mailto:utilities@beaverlodge.ca) or call the Town Office: 780-354-2201.

To get started, complete and return the form below to: [utilities@beaverlodge.ca](mailto:utilities@beaverlodge.ca) or via mail: PO Box 30, Beaverlodge AB T0H 0C0 or in person: Town Office at 400-10<sup>th</sup> Street.

**\*\*Customers may sign up more than one utility billing account for e-Billing\*\***

<b>CUSTOMER INFORMATION (PLEASE PRINT CLEARLY)</b>							
Account Name:							
Contact Name:							
Civic Address:				City/Town:			
Email Address:							
Residence Phone:				Business/Cell Phone:			
Utility Account Number (This information is located on the top portion of your bill)							
<b>AUTHORIZATION</b>							
Authorized Signature:					Date Signed: _____ (DD-MM-YYYY)		

**PLEASE NOTE:**

If you change your email address, you will be responsible for contacting the Town Office with your new information. Non-receipt of your e-bill is not justification for late payment and penalties will apply, as well as standard non-payment procedures as per the Utility Rates Bylaw. If you do not receive your e-bill, please contact the Utility Billing Department at 780-354-2201 ext: 1024

*\*\*This information is being collected in accordance with section 3 of the Municipal Government Act and section 33 (c) of FOIP for the implementation of the Town of Beaverlodge utility e-billing project. To protect your privacy this information will not be shared, traded or sold or used for any purpose other than that described above and is protected by the Freedom of Information and Protection of Privacy Act.*

**Email**  
town@beaverlodge.ca

**Phone**  
780-354-2201

**Website**  
beaverlodge.ca