



Utilities Department

Electronic Copy of Utility Bills and Message Reminders

Utility Acct #

I, _____, who am responsible for utility services provided at _____, San Benito, TX 78586 agree to receive my utility bill, including past due notices, electronically via email at the following email address _____@_____ effective as of ____/____/_____.

To receive reminders for past due notices in addition to the electronic copy, please provide phone number (____)____-_____

Message and data rates may apply

I understand that failure to receive the electronic bill and/or the message reminder does not waive my responsibility for timely payments.

If your account begins with: 01-07 Due 25th of every month by 5:00pm
08-15 Due 5th of every month by 5:00pm
16-23 Due 15th of every month by 5:00pm

Bills have to be paid before 5:00pm on due date, anything after 5:00pm either online or night drop will be added late fees.

Customer's Signature

Date

Employee Signature

Date

Place copy of photo identifications below

Form must be filled out by account holder(s), current valid identification(s) will be required as proof

For Office Use Only:

Request Received by: _____ Date _____ Change Processed by: _____ TCM: _____