How to Read Your New Bill
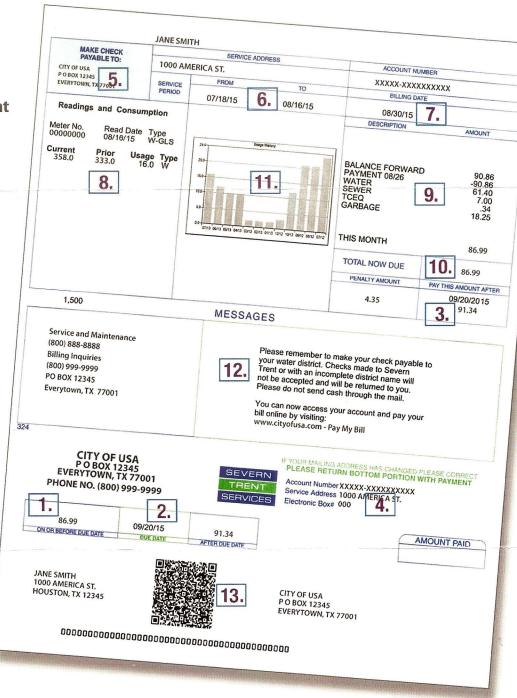
To make it easier for you to manage your account, we are providing you with a breakdown of the new fields of information:

 # 1   **Amount due before the account is late**

 # 2   **Date the payment must be received before account is past due**

 # 3   **Amount that must be paid after the due date**

#4   **Account Number, Service Address and Electronic Box #**

#5   **Remittance Information**

#6   **Billing Period**

#7   **Date Bill was generated**

#8   **Meter Reading Information: Meter No., Date, Usage Type, Readings & Usage**

#9   **Detail Service Charges and Activity**

#10   **Total Balance Due**

#11   **Historic Usage Graph**

#12   **Message containing district information i.e. contact information, scheduled maintenance, conservation tools, rate change notices, etc.**

#13   **Using your smart phone or tablet equipped with a QR Code application, scan this QR Code to pay your bill via credit card or e-check.**

When signing up for online services using the website listed on your bill, use only the last 10 digits of your account number to activate your online account (excluding the first 5 digits before the dash).

JANE SMITH

MAKE CHECK PAYABLE TO:
CITY OF USA
P O BOX 12345
EVERYTOWN, TX 77001

SERVICE ADDRESS
1000 AMERICA ST.

ACCOUNT NUMBER
XXXXX-XXXXXXXXXX

5.

| SERVICE PERIOD | FROM 07/18/15 | TO 08/16/15 | **6.** | BILLING DATE 08/30/15 | **7.** |

Readings and Consumption

Meter No. 00000000   Read Date 08/16/15   Type W-GLS

Current 358.0   Prior 333.0   Usage 16.0   Type W

8.

11.

DESCRIPTION	AMOUNT
BALANCE FORWARD	
PAYMENT 08/26	90.86
WATER	-90.86
SEWER	61.40
TCEQ	7.00
GARBAGE	.34
	18.25

9.

THIS MONTH   86.99

TOTAL NOW DUE   **10.**   86.99

PENALTY AMOUNT	PAY THIS AMOUNT AFTER
4.35	09/20/2015
	91.34 **3.**

1,500

MESSAGES

Service and Maintenance
(800) 888-8888
Billing Inquiries
(800) 999-9999
PO BOX 12345
Everytown, TX 77001

12. Please remember to make your check payable to your water district. Checks made to Severn Trent or with an incomplete district name will not be accepted and will be returned to you. Please do not send cash through the mail.

You can now access your account and pay your bill online by visiting: www.cityofusa.com - Pay My Bill

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CITY OF USA
P O BOX 12345
EVERYTOWN, TX 77001
PHONE NO. (800) 999-9999

SEVERN TRENT SERVICES

IF YOUR MAILING ADDRESS HAS CHANGED PLEASE CORRECT
PLEASE RETURN BOTTOM PORTION WITH PAYMENT
Account Number XXXXX-XXXXXXXXXX
Service Address 1000 AMERICA ST.
Electronic Box# 000   **4.**

| **1.** 86.99 | **2.** 09/20/15 | 91.34 | |
| ON OR BEFORE DUE DATE | DUE DATE | AFTER DUE DATE | AMOUNT PAID |

JANE SMITH
1000 AMERICA ST.
HOUSTON, TX 12345

13.

CITY OF USA
P O BOX 12345
EVERYTOWN, TX 77001