



**Township of South Glengarry**  
6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0  
T: (613) 347-1166 | F: (613) 347-3411  
[www.southglengarry.com](http://www.southglengarry.com)

### Utility e-Billing Registration

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Water Account Number: \_\_\_\_\_

Service Address: \_\_\_\_\_

- Upon registering for e-Billing, you will no longer receive an invoice by regular mail. You will have the ability to print your invoice, as needed.
- To pay the invoice online, you must add South Glengarry Water as a payee, and then enter your account number (the middle 6 numbers of your water account – in some cases; a few financial institutions require the letter “A” to be added).
- If your email address changes or you wish to be removed from the e-billing option, please be sure to inform us, in writing, as soon as possible.
- Please send this completed form to our office by email, [kaylyn@southglengarry.com](mailto:kaylyn@southglengarry.com), fax 613-347-3411, mail (address listed above) or by dropping it off at the Township office.

**Important Note:** If you wish to continue receiving your invoice via regular mail, please disregard this form.

E-mail address: \_\_\_\_\_

Signature: \_\_\_\_\_

Thank you for your participation in the e-Billing process and helping save the environment.

