



## AUTHORIZATION for PAPERLESS UTILITY BILLING

### CITY OF ALTON, ILLINOIS

101 E Third • Suite 104 • Alton, Illinois 62002

Telephone: (618) 463-3550

Fax: (618) 463-2890

E-mail: [billing@cityofaltonil.com](mailto:billing@cityofaltonil.com)

Website: [www.cityofaltonil.com](http://www.cityofaltonil.com)

The City of Alton 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 via email or fax.

### Paperless Billing Authorization

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Customer Name

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Email Address

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Phone Number

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Premise/Account Number

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Service Address

I authorize The City of Alton to email my monthly utility bill and acknowledge that I will no longer receive a printed bill. The email will be sent from **billing@cityofaltonil.com** and will include a PDF attachment. I agree that it is my responsibility to review the monthly bill for accuracy and notify the City of any concerns or questions. 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.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this completed form to:**

**City of Alton Comptroller's Office**

**101 E. 3<sup>rd</sup> St., Alton IL 62002**

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