

# VILLAGE OF HAMMOND

## E – BILL ENROLLMENT FORM

*Please complete this form and return it to Village of Hammond*

The Village of Hammond - Utility Billing department is now offering a paperless option to its customers. Instead of receiving a paper bill, you can sign up to receive your water/sewer bill electronically via email.

The Benefits of an E-bill:

- The service is absolutely free
- You will receive your bill wherever you may be, avoiding a mail delay
- Paperless billing saves trees, energy and resources
- It will help keep costs down

The E-bill will be identical to the bill normally mailed to you – it will be emailed out on or before the 1<sup>st</sup> of the month, due on or before the 20<sup>th</sup> of the month. Your electronic copy of your Utility bill will come from “Village of Hammond”, the subject of the email will be “Your latest Village of Hammond Bill is now available”. You will NOT be able to reply to this email – should you have billing questions please call the Village of Hammond Clerk’s Office at 715-796-2727 or email Angie Blodgett [deputyclerk@hammondwi.org](mailto:deputyclerk@hammondwi.org) or Sandi Hazer at [clerk@hammondwi.org](mailto:clerk@hammondwi.org)

**\* I understand it is my responsibility to notify the Village of Hammond – Utility Billing department should I change my email address – it is also my responsibility to notify the Village of Hammond should I decide at a later time to opt-out of electronic billing \***

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

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

E-Mail Address: \_\_\_\_\_

Utility Bill Account Number: \_\_\_\_\_

Please check box if you would like to receive Village Newsletters or any other correspondence typically mailed with the utility bills. These documents would be emailed to the email provided and be sent from

[deputyclerk@hammondwi.org](mailto:deputyclerk@hammondwi.org)

**By signing below I am confirming to receive my Village of Hammond Utility Bill by email and will no longer receive a paper bill in the mail.**

Confirm E-Mail Address: \_\_\_\_\_

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

---

I no longer wish to receive my Utility Billing via E-Bill starting on: \_\_\_\_\_

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

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