



47381 248<sup>th</sup> Street  
Dell Rapids, SD 57022-5305  
Telephone (605) 428-3374 Fax (605) 428-3395  
Email: mcwcbilling@siouxvalley.net

## Authorization Agreement for Emailing Water Bills

Account No. \_\_\_\_\_ Date \_\_\_\_\_

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

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Email Address \_\_\_\_\_

Daytime contact Number \_\_\_\_\_

I hereby authorize Minnehaha Community Water, Corp. to email my monthly water bill. All payments must be received by the 15<sup>th</sup> of the month. ***I understand that I will need to print out the billing statement and send the payment stub in with my payment if I'm not signed up for ACH.*** I understand I will no longer receive a water bill by US Mail as long as I am enrolled in the E-bill program. I understand that MCWC may send out other related water information.

### Note:

- E-bills should be received by the 5<sup>th</sup> of each month, if you haven't received your bill by then check your SPAM folder or contact the office.
- Payment is due by the 15<sup>th</sup> of each month; payments not received by the 15<sup>th</sup> will result in a late fee of \$5.00 being applied to the account.
- Customer must notify office of any changes to the email address.
- MCWC **does not** share your email address with anyone else.

Be sure to add [ebilling@minnehahacommunitywater.com](mailto:ebilling@minnehahacommunitywater.com) to your contact list.

### Return application options:

- Scan and return via email to our office at: [ebilling@minnehahacommunitywater.com](mailto:ebilling@minnehahacommunitywater.com)
- Fax our office at: 605-428-3395
- Postal Mail: Minnehaha Community Water, Corp  
47381 248<sup>th</sup> St.  
Dell Rapids, SD 57022

**This is optional – No requirement to sign up**