



CITY OF CLARE

ELECTRONIC BILL STATEMENTS



Customer Name: _____

Service Address: _____

Telephone Number: _____

Email Address: _____

Please read and acknowledge this important information regarding your statement delivery method:

Terms & Conditions

- By enrolling, you agree to receive your City of Clare Utility Billing Statement electronically, instead of by mail.
- You may choose to return to paper billing at any time by contacting the Utility Billing Department at 989.386.7541.
- Once enrolled, you are responsible for checking your email and ensuring payment is made by the due date, even if you do not receive the email. Late payments may result in penalties.
- You may also view your statement online at www.cityofclare.gov.
- Please notify the City of Clare if your email address changes to ensure continued delivery of your statements.
- Electronic statements can be printed or saved for your records.
- To ensure successful delivery, please add utility-do-not-reply@cityofclare.gov to your approved senders list.

I have read and understand these Terms & Conditions and authorize the City of Clare to send my utility billing statements to the email address I provide.

Signature: _____ Date: _____

Return completed form to: City of Clare
Utility Billing Department
202 W. Fifth St.
Clare, MI 48617