

## METHODS FOR PAYMENT OF WATER & SEWER BILLS

<u>LOCATION (IN PERSON)</u>	<u>PAYMENT METHOD(S) ACCEPTED</u>	<u>LOCATION (REMOTE)</u>	<u>PAYMENT METHOD(S) ACCEPTED</u>
<b>Citizens Service Center</b>	Check	<b>By mail to:</b>	Check
Town Hall	Money order	Collector of Revenue	Money order
41 Center Street	Cash	P.O. Box 150487	No other payment methods
Manchester	Debit Card	Hartford, CT 06115-0487	accepted
	Discover Card (+3% User Fee)		
<b>Collector of Revenue</b>	Check	<b>Online at:</b>	
Town Hall	Money order	<a href="http://www.townofmanchester.org">www.townofmanchester.org</a>	Major credit cards
41 Center Street	Cash	Click on: Online Bill Pay Link	Electronic checks
Manchester	Debit Card	Follow menu prompts	Certain fees and restrictions apply; more info on website
	Discover Card (+3% User Fee)		
<b>Water Department</b>	Check	<b>By telephone:</b>	Discover card (+3% User Fee)
Customer Service Office	Money Order	Director of Revenue	No other payment methods
125 Spring Street	No other payment methods	860-647-3018	accepted
Manchester	accepted at this location	During office hours only	
<b>Enfield Savings Bank</b>	Check	<b><u>OTHER IMPORTANT INFORMATION:</u></b>	
Manchester Branch only	Money order	Checks or Money Orders should be made payable to:	
23 Main Street	Cash	"Town of Manchester"	
Manchester	Late or shutoff payments not accepted		
<b>24/7 Lock Box</b>	Check	Past due accounts will be charged an interest rate of 1½% per month; Maximum 18% per year on outstanding charges	
Town Hall	Money order		
Near rear entrance	No other payment methods	If a final shutoff notice is issued, payment must be received before 3:00 PM of the day <u>prior to</u> the shutoff date listed on the notice	
41 Center Street	accepted at this location		
Manchester	Payments made after 10 AM will not be credited until the next business day	If water is shutoff for non-payment, a \$50 Resumption of Service fee or actual overtime ( whichever is greater), will be charged in addition to any past due amounts before service is restored	

### **QUESTIONS:**

Call us at 860-647-3135 or visit us on the web at:

[www.townofmanchester.org/Water](http://www.townofmanchester.org/Water)