

Middle Smithfield Township Sewer Department Quarterly News Letter

Have a **sewer emergency**? During the hours of 8am-4pm, Monday- Friday: please call 570-223-8920, Ext. 115 for Joan Woisin, the Sewer Manager.

After hours, weekends and holidays: Please call 570-629-0292

Note: *The Township is only responsible for the township sewer lines. The sewer customer's grinder pump, grease trap, internal plumbing, and lateral lines are the responsibility of the homeowner. IF the wastewater treatment plant operator inspects your issue and determines **the issue is with the customer's equipment, the sewer customer will be billed for the service call.** (If the issue is with the township's equipment, the township will fix the problem at no charge to the sewer customer.)*

Sewer payments are net 30 days; the Billing Cycle is quarterly:

Quarter	Billing Date	Deadline to pay	\$25.00 Late Charge Applied
First Quarter	Jan 1 st	Feb 2 nd	March 3 rd
Second Quarter	April 1 st	May 2 nd	June 3 rd
Third Quarter	July 1	Aug 2 nd	Sep 3 rd
Fourth Quarter	Oct 1 st	Nov 2 nd	Dec 3 rd

Interest and Late Charges: As per the chart above, please take special note of the deadline for us to receive your payments in order to avoid the interest and late charges. Your payment for the enclosed third quarter invoice must be **RECEIVED** by us **no later than 30 days from invoice date to avoid the 1.5% interest charge**, and **no later than 60 days from invoice date to avoid the \$25 late charge**.

PAY YOUR SEWER BILL ONLINE!



Go to www.MiddleSmithfieldTownship.com

On right side under Quick Links, click on Sewer and choose the pay online option.

We accept American Express, VISA, MasterCard, and Discover. Now you can earn credit card rewards points, air miles, etc. just by paying your sewer bill!

Automatic Monthly Credit/Debit Card Billing Available! Please contact our office for the "Automatic Credit/Debit Card Billing Authorization Form", to automatically pay your sewer bill every month **OR** fill in the information below and return for a one-time payment.

We accept American Express and other major credit cards at no additional fee! Please fill in the information below & return to us for a one-time payment.

Cardholder's name *(as shown on credit card)*: _____

Billing Address: *(associated with the card)*: _____

Email: _____

Credit/Debit Card Acct #: _____ Exp: _____

Sewer Acct#: _____ Amount to be charged: _____

X _____ Date: _____