



Sebewaing Light and Water Department  
110 West Main Street  
P.O. Box 645  
Sebewaing, MI 48759  
Phone: (989) 883-2700 Fax: (989) 883-2792

**The following is important information about Paperless Billing and receiving other notifications electronically.**

You agree that we may provide you with your billing statements and other notifications legally required in connection with your Utility Account (collectively "disclosures") electronically rather than in paper form. These disclosures include (but are not limited to), the annual water quality report, newsletters, and notifications, in connection with your Account. You have the right to receive your billing statements and disclosures in paper form, and may at any time withdraw your consent to receive them electronically. There will be no fees or penalties for withdrawal of your consent. You can withdraw your consent, update your e-mail address or request a paper copy of a billing statement or disclosure by calling us at **989-883-2700** or e-mailing us at [inquiry@sebewainglightandwater.com](mailto:inquiry@sebewainglightandwater.com). There is no fee for paper copies of your billing statements or disclosures.

When we e-mail you a billing statement, we will send you an e-mail notification at your e-mail address on file with us notifying you of a new message. If you use a spam filter, which blocks or re-routes e-mails from senders not listed in your e-mail address book, you must add "[inquiry@sebewainglightandwater.com](mailto:inquiry@sebewainglightandwater.com)" to your e-mail address book. In addition, to ensure that you are able to receive notifications about new messages, you must keep your e-mail address current by calling us or sending us an e-mail at [inquiry@sebewainglightandwater.com](mailto:inquiry@sebewainglightandwater.com). If you are unable to access a billing statement or disclosure, please call us at **989-883-2700**. You will have the ability to print out your messages.

To ensure you receive the necessary messages and disclosures, you must have a valid Internet e-mail address, Internet access and access to a printer.

Please allow up to one month for your enrollment to take effect. You may receive one more paper statement.

We reserve the right to terminate this service, change terms of your use of this service or send disclosures in paper form at any time. We will provide you with notice of any such termination or change as required by law.



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We will send you a confirmation e-mail to the e-mail address you have provided us. If you do not receive this confirmation e-mail within one week, please contact us at **989-883-2700** to verify that we have the correct e-mail address on file.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

E-mail Address: \_\_\_\_\_