



ST. LUCIE WEST SERVICES DISTRICT


Going Green means Going Paperless

When you select "e-billing" you will receive emails instead of paper bills.

You can pay your utilities bill online using Visa, MasterCard, Discover or E-Check

To select E-billing you can do one of the following:

1. If you are registered on the SLWSD utilities billing website please log in to the site to sign up for E-billing: <https://slwd-egov.aspgov.com/Click2GovCX/index.html> or go to www.slwsg.org and click on the Logo with the bird.
 - a. Select your Account > Manage E-billing > Click Account > Select E-billing Statement > Enter your Email > Click Submit
2. If you prefer to have us submit the E-billing for you please do **one** of the following:
 - a. Complete the Email Notification Sign-up Form (shown below) and submit to us.
or
 - b. Email us a note asking for E-billing. Please include your account number and the email you want to use for E-billing. Email note to customerservice@slwsg.org
 - Make sure you read the notification form to ensure you know what to expect. Also inform us of any email address changes in the future.
3. IF NOT registered in the billing site you may contact us for more details at (772) 340-0220.

<div style="text-align: center;">  <p>ST. LUCIE WEST SERVICES DISTRICT</p> <p>Email Notification (e-billing) Sign up Form</p> </div> <p>Sign up to receive email notifications (e-billing) after St. Lucie West Services District utilities bills are generated each month.</p> <p>Complete this form below and submit by choosing one of the following methods:</p> <p>Email: customerservice@slwsg.org Mail: St. Lucie West Services District 450 SW Utility Dr. Port St. Lucie, FL 34986 Fax: (772) 871-5771</p> <p>The Customer Service Department will complete your request and send you an email confirmation.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Account Holder Name</td><td></td></tr> <tr><td>Service Address</td><td></td></tr> <tr><td>Utility Account #</td><td></td></tr> <tr><td>Phone Number</td><td></td></tr> <tr><td>Email Address</td><td></td></tr> </table> <p><small>I hereby authorize St. Lucie West Services District "SLWSD" to forward my monthly utilities bills through electronic notifications e-billing. I understand that I should add the billing@slwsg.org email to my computers email safe recipient list to avoid it going to junk mail. I also understand I am responsible for notifying SLWSD when my email changes or if I want to cancel e-billing.</small></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Signature</td> <td style="width: 15%;">Date</td> <td style="width: 15%;"></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">**For SLWSD Office Use Only**</td> </tr> <tr> <td style="width: 60%;">Date Completed:</td> <td>Staff Name:</td> </tr> </table> <p style="font-size: small; margin-top: 10px;">M:\BILLING\E-billing Notification_Authorization Form.docx February 26, 2016</p>	Account Holder Name		Service Address		Utility Account #		Phone Number		Email Address		Signature	Date		**For SLWSD Office Use Only**		Date Completed:	Staff Name:	<p>To get this form go to www.slwsg.org</p> <ol style="list-style-type: none"> a. You should be on the home page b. Click on the Go Green button c. Go to bottom page and click on View and Download the E-Bill Sign up form d. Print or complete online e. Read and complete the form f. Submit to us by one of these: <ul style="list-style-type: none"> ▪ Email: customerservice@slwsg.org ▪ Fax (772) 871-5771 ▪ Mail 450 SW Utility Drive Port St. Lucie, FL 34986
Account Holder Name																		
Service Address																		
Utility Account #																		
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If you need assistance contact a Customer Service Representative at: customerservice@slwsg.org or (772) 340-0220