

# CITY OF YANKTON

## Utility Billing Explanation

To provide our customers with better information about the charges for City services, this billing format has been developed to make it easier to read and understand. This format provides a clearer explanation of your charges and larger type. A window return envelope is enclosed, to make mailing your payment as convenient as possible.

To remit payment by mail, detach the bottom portion of the bill, insert the stub into the window return envelope, with the city address showing through the window, and return it with your payment. Your standard-sized check and the bottom portion of this bill will fit in the envelope without folding.

If you have any questions about your bill or the format, please call the Finance Department at (605) 668-5241.

THIS IS A SAMPLE BILL - PLEASE DO NOT PAY

- 1 MESSAGE CENTER:**  
Be sure to refer to this area of your bill. It will contain important notices and information about city services, activities and events.
  - 2 BILL DATE:** The day your bill was prepared and mailed to you.
  - 3 ACCOUNT NUMBER:**  
Please include your account number when paying by check or on any other correspondence.
  - 4 SERVICE ADDRESS:**  
The address that receives the water and/or sewer service.
  - 5 READING DATE:**  
The day your meter/remote was read.
  - 6 USAGE:** This section shows your consumption in 1,000's of gallons.
  - 7 \* PAST DUE BALANCE:**  
Amount unpaid from prior water bill. Credits will appear with CR.
  - 8 CURRENT CHARGES:**  
Itemized charges for current billing period.
  - 9 TOTAL CURRENT CHARGES**
  - 10 TOTAL PAYMENT DUE:**  
Total amount due if paid by due date.
  - 11 Please enter the amount being paid.**
  - 12 MAILING ADDRESS:**  
This is the mailing name and address on record. If this is not correct, please contact the Finance Department at (605) 668-5241.
- \* Due Immediately

**CITY OF YANKTON**  
MISSION STATEMENT: To provide exemplary experiences, services and spaces that create opportunities for everyone to learn, engage and thrive.

MESSAGE CENTER



PLEASE SEE OTHER SIDE FOR ADDITIONAL BILLING INFORMATION

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**2 BILL DATE:** 11/14/2019  
**NAME:** RICHARD SAMPLE

**4 SERVICE ADDRESS:** 123 SAMPLE AVE

**3 ACCOUNT NUMBER:** 001-2345-67-89



METER INFORMATION	BILLING PERIOD
Current Reading ..... 741	Current Reading Date ..... 11/04/2019
Previous Reading ..... 737	Previous Reading Date ..... 10/03/2019
Consumption (1,000 gallons) ..... 4	Type of Reading ..... ACTUAL

Previous Balance .....	\$99.87
Payments .....	\$99.87
<b>Past Due Balance .....</b>	<b>\$0.00</b>

<b>8 CURRENT CHARGES</b>	
Water Usage .....	\$24.48
Water Surcharge .....	\$27.51
Sewer Usage .....	\$19.44
Sewer Minimum .....	\$10.69
Solid Waste .....	\$22.92
Solid Waste Tax .....	\$1.49
<b>9 TOTAL CURRENT CHARGES .....</b>	<b>\$106.53</b>

<b>10 TOTAL DUE BY 12/10/2019</b>	<b>\$106.53</b>
<b>TOTAL DUE AFTER 12/10/2019</b>	<b>\$116.53</b>

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DETACH HERE



PO BOX 176  
YANKTON, SD 57078-0176

RETURN THIS PORTION WITH CHECK PAYABLE TO CITY OF YANKTON

**ACCOUNT NUMBER:** 001-2345-67-89  
**SERVICE ADDRESS:** 123 SAMPLE AVE



DETACH HERE

<b>TOTAL DUE BY 12/10/2019</b>	<b>\$106.53</b>
<b>TOTAL DUE AFTER 12/10/2019</b>	<b>\$116.53</b>
<b>AMOUNT PAID</b>	<b>000000</b>

00123456789 000010653 000011653 9

RICHARD SAMPLE  
123 SAMPLE AVE  
ARLINGTON, VA 22209-0

PLEASE DO NOT FOLD

26-258-01