

Who will use this service?

- The Authority has received numerous requests from customers who wish to use credit cards or other options to pay their sewage bill.
- Some are facing a late fee or disconnect of their water and need a real-time payment option. Others are looking for another convenient payment option (automated phone, mobile phone or online) for after-hours payments.

Why is there a convenience fee?

- NHTMA has adopted an approach whereby the transaction fees are paid by the user who chooses this method.
- Credit card and payment processing fees are expensive and can amount to thousands of dollars per year.
- Without the convenience fee, it would be very expensive for the Authority to absorb these fees.
- Absorbing these costs would require a rate increase that would impact the costs for all customers, including those who do not use credit cards.
- Customers are advised of the fee up front, and have the option of declining the service before completing the transaction.

Billing Information

- **Quarterly billing** for the previous 3-months' sewage service usually arrives by the 10th of the month.
- If not paid in full by due date (last business day of the month) a **5.48% late fee** is charged and **Payment Reminder** is sent.
- If not paid within 20 days of Payment Reminder, a **Certified Letter** is sent and the account is charged a **\$17 fee**.
- If Certified Letter is not claimed, it is **hand-delivered** for an additional **\$17 fee**.
- If not paid within 20 days of Certified Letter, property is physically **posted**.
- If not paid within 10 days of posting, the account is **sent to MAWC (water authority) for water shutoff**.
- Once sent for shutoff, **only payment in full** can be accepted to stop the shutoff.
- If the water is not off, a **\$10 fee from MAWC** is added.
- If water is off, a **\$20 fee** is added.
- Service can only be restored by **payment in full** with cash, money order, certified check, credit card, debit card or eCheck. **Personal checks are not accepted if water is off or sent for shutoff.**
- MAWC restores service on the following day, unless water account is also overdue.
- To restore service on **same day**, customer must pay a **\$50 fee at MAWC in New Stanton before 3:30 PM**. NHTMA must be paid before going to MAWC.
- **After 3:30 PM**, the fee at MAWC is **\$150** to have service restored **same day**.
- A **\$27 fee** is charged for returned checks.
- Fees listed above are in effect as of 7/1/10 and are subject to change without notice.



North Huntingdon Township Municipal Authority

Payment Methods



- **NEW — Credit card, debit card or electronic check (eCheck) either online or by automated or mobile phone (\$3.75 convenience fee)**
- **Mail check or money order**
- **Drop box at Town House for check or money order**
- **ACH bank payment**
- **Pay in person at Authority by cash, check or money order**

North Huntingdon Township
Municipal Authority

Town House

11265 Center Highway

North Huntingdon, PA 15642

724-863-2860 (phone)

724-863-5691 (fax)

www.nhtma.org

Office Hours 8 AM to 4 PM

November, 2010

Payment Methods

NHTMA is very pleased to announce that its customers can now pay their sewage bill by credit card, debit card and electronic check, in addition to the previous options of cash, bank check, money order and ACH transactions.

Customers wishing to pay by credit card, debit card or electronic check (eCheck) can do so 24 hours a day, 7 days a week. **Customers will be charged a convenience fee of \$3.75 for each transaction up to \$300.**

Visa, Master Card and Discovery cards are accepted. Payments can be made online, or by automated or mobile phone. Just follow these easy steps:



Online —

Visit our website at www.nhtma.org, click on the link entitled “**Online Bill Payment System**” and follow the instructions to make payments by credit card, debit card or eCheck.

\$3.75 convenience fee applies.



Phone —

Call 1-877-483-2190 (toll free) and follow the instructions to pay by credit card, debit card or eCheck.

\$3.75 convenience fee applies.



Mail —

Mail your check or money order, along with your payment stub, to the address shown on the front of this brochure.



In person —

Visit our office on the second floor of the Town House between the hours of 8 AM and 4 PM, Monday through Friday, excluding holidays. Payments can be made with cash, check or money order at our office.



Drop box —

The drop box is located on the front of the Town House building, to the lower right of the double doors at the main entrance. The drop box is secure, and is emptied each business day by Authority personnel. Use a sealed envelope to deposit your check or money order, along with your payment stub, into the drop box.



ACH banking —

ACH banking permits your bank to pay your sewage bill automatically on a schedule that you determine — monthly or quarterly. Application forms are available at our office, or online at www.nhtma.org.

Sewage Rates & Fees

Effective 7-1-10

Residential (quarterly)	\$126.15
Municipal Lien Letter	\$30.00
Dye Test	\$60.00
Televised Lateral Test	\$170.00
Certified Letter	\$17.00
Hand Delivered Certified Letter	\$17.00
Residential Tap Fee	\$3,070.00
NSF Checks	\$27.00
Saddle	\$250.00
Lien & Service Fees	\$125.00
Re-inspection Fee	\$50.00

Residential customers can save 5%, or \$25.23, by paying yearly.

Commercial (quarterly) \$126.15 per EDU*

Commercial Tap Fee is \$3,070.00 for 1st EDU* and \$2,849.78 for each EDU* thereafter.

*EDU = Equivalent Dwelling Unit, or 50,000 gallons of water used per year, or 12,500 gallons per quarter.

Applies only to commercial accounts.

Residential accounts are billed at a flat rate.

Payment Plans —

The Authority is willing to work with its customers to set up payment plans on delinquent accounts.

If your account has become delinquent, please call our office immediately to discuss payment arrangements.