



MEMO:

As of January 1, 2017 New Richmond Utilities will be passing on a convenience fee for credit/debit card payments. The fee will be 2.75% of the amount paid (+ \$.50 if under \$100).

eChecks and auto pay through your checking account will continue to be free. See the back of this memo for a checking/savings account auto pay form.

You still have options:

- Receiving bills or viewing your balance due online and printing statements are free services
- You don't have to pay online to view and receive your bills online
- You can pay from your checking or savings account as a free service
- You can continue to pay by credit or debit card with a convenience fee as of January 1
- You can schedule a payment or set up eCheck auto-pay for the amount of your bill through our vendor PSN

**Pay or
View Bill
ONLINE**

Go to www.nrutilities.com

Click on the pay bill link. You will go to our payment processor's website where you should register and make your payment. Future payments are just three easy steps. **NOTE*** As of January 1, 2017, there will be a convenience fee for credit/debit card transactions. If you set up eCheck payments, this will continue to be a free service.

**Pay on
MOBILE
Device**

You can **Download "PSN Payments" on the App Store® or Google Play™**

Register online before using the app



**CALL to
Pay**

1-877-885-7968 Have your bill handy to provide your customer account number

We chose Payment Service Network to provide electronic payment and billing services. They are a Madison, Wisconsin company which has achieved Level 1 Certification by the credit card industry. They specialize in providing services to municipalities and utility companies. All PSN services are performed in the United States.



Payment processor

