



Wrightsville Borough Municipal Authority

P.O. Box 187 ■ Wrightsville, Pennsylvania 17368 ■ Telephone 252-2768 ■ Fax 252-0725

Phillip D. Landis, Chairman

Brian Lyle, General Manager

April 21, 2011

Dear Customer,

Beginning June 15, 2011, the Municipal Authority will be implementing new collection practices for the water, sewer and refuse bills. It will no longer be possible for you to bring your payment to the 601 Water Street office or to place your payment in the drop box located outside the front office door.

The convenience of paying your bill in person can be done at the M&T Bank located at 722 Hellam Street, Wrightsville, or mailed to the following lockbox address:

Wrightsville Borough Municipal Authority
P.O. Box #62626
Baltimore, MD 21264-2626

Please make sure to include your account number on your check or money order.

We also offer to our customers the ACH program. If you enroll in this program, your payment will be deducted from your checking account automatically on the due date of the bill. To sign up for this service you can stop in at the office to pick up an enrollment form or download it from our website. Please provide a cancelled check as well.

If you pay your bill using your online bank, please make sure you change the mailing address to the above lockbox address.

We are also accepting credit card payments online at our website www.wrightsvilleborough.com. Please go to the Authority page, and click on the link to where you can submit your credit card payment. Please note that a \$3.00 convenience fee is charged for this service but is paid to the website providing the service and not to the Authority. This service will be available starting June 15, 2011.

Our office at 601 Water Street will remain open from 9:00 a.m. to 2:00 p.m., Monday through Friday and will be available to answer any questions or concerns regarding your service.

Respectfully,

Brian Lyle, General Manager

Wrightsville Borough Municipal Authority
P.O. Box 187
Wrightsville, PA 17368

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FIRST-CLASS MAIL
U.S. POSTAGE PAID
WRIGHTSVILLE, PA
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IMPORTANT INFORMATION CONCERNING YOUR WATER BILL

RESIDENT