



Corporation of the City of Pembroke
Tax Department
Email: ebilling@pembroke.ca
Fax: 613-735-3660

City of Pembroke E-Billing Registration Form

Owner's Name:
Service Address:
Email Address:

Please select which accounts you would like to change from paper to email delivery:

- Property Taxes—Roll Number:
- Water & Sewer—Account Number:

Account Holder Authorization:

I understand that this change will result in paper bills no longer being mailed to me and that it remains my responsibility to:

- Track and pay the bills by the indicated due dates.
- Complete a new enrollment form if there is a change to the email address where the bill is being sent.
- Notify the City before the due date if a bill has not been received. Inquiries can be emailed to ebilling@pembroke.ca or call 613-735-6821 ext. 1323
- Add ebilling@pembroke.ca to my email's safe list/contact list to ensure e-bills are sent directly to my inbox.

I understand that customers using e-billing services are subject to standard interest and penalty charges for late payment as applicable. Failure to receive a bill does not relieve the account holder from payment of interest and penalties. The City will not be held responsible if it does not have a current and correct email address.

Signature: _____

Date:

Completed forms can be emailed to ebilling@pembroke.ca faxed to 613-735-3660 or mailed to City of Pembroke, 1 Pembroke St. E., Pembroke, ON. K8A 3J5

Notice of Collection of Personal Information

Personal information contained on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act* and will only be used to manage your utilities and/or property tax accounts. Any questions related to the collection of this information should be directed to the City Clerk, 1 Pembroke St E, Pembroke ON K8A 3J5.