

### **Online Water Bill Payment Processes and Procedures**

#### Online Convenience Fees

Ion Business Concepts & Payment Systems charges a service/convenience fee of 3.75% for all transaction made via debit/credit card payments. Customers are responsible for paying service/convenience fees applied by Integrity Payment Systems.

#### NO REFUNDS ARE AVAILABLE FOR ONLINE BILL PAYMENTS

# **Processing Time**

Payments made through the online payment system requires two (2) businesses to process before being received by the City of Newton.

## Due Date and Water Cut-Off Date

To ensure payment has been received by the City of Newton, online payments should be made two (2) business days before the due date of the 10<sup>th</sup> or water cut-off date of the 15<sup>th</sup> by 4:00 PM. Any payments made after those established dates and time will be determined as late payments and will face late and service fees previously established by the Board of Aldermen.

### Payment After Water Cut-Off Date

If your water service has been disconnected for non-payment, paying online will not automatically restore service. In order to meet eligibility for restoration of services, the customer is responsible for paying the entire bill owed plus the \$35 service fee. Once payment has been made, the customer is responsible for contacting City Hall after two (2) business days at (601) 683-6181 or visiting us at 203 E Church Street (Monday – Friday, 8:00 AM – 4:45 PM) to ensure payment has been received. Once payment has been received, a work order will be issued to have the water service restored.

Last Updated: January 18, 2024