

Sender Email: no-reply@authoritypay.com

Subject: Ability to input

Dear St. Charles Parish Utility Customer,

You are receiving this email because you have subscribed with us to receive your utility bill by email.

We are currently in the process of changing the software used to manage our billing process to Muni-Link by Link Computer Corporation. Along with a number of features which will improve our service to you, this software includes a feature titled the Customer Portal. The Customer Portal provides you with the opportunity to access your account information and activity through the Internet.

One of the features available through the Customer Portal is to sign up for eBilling. To do this, you must first sign up for the Customer Portal and then select the eBilling option. The attached document provides the steps necessary to register through the Customer Portal. To complete the steps, you will need the following information:

Website Address: <https://scpwaterbill.com>

Account Number: <Customer Account Number>

CID: <Customer CID>

Please follow the instructions in the attached document using the information provided above and register for eBilling.

If you elect not to register through the Customer Portal, you will receive your next bill, and subsequent bills, by mail.

If you have any questions, please call our office at 985-783-5110.