

# How to Read Your Bill

To make it easier for you to manage your account, we are providing a breakdown of how to read your bill:

1. Amount due before the account is late
2. Date the payment must be received before account is past due
3. Amount that must be paid after the due date
4. Account Number, Service Address and Electronic Box #
5. Remittance Information
6. Billing Period
7. Date Bill was generated
8. Meter Reading Information: Meter No., Date, Usage Type, Readings and Usage
9. Detail Service Charges and Activity
10. Total Balance Due
11. Historic Usage Graph
12. Message containing district information i.e. contact information, scheduled maintenance, conservation tools, rate change notices, etc.
13. Using your smart phone or tablet equipped with a QR Code application, scan this QR Code to pay your bill via credit card or e-check.

MAKE CHECK PAYABLE TO:			SERVICE ADDRESS		ACCOUNT NUMBER	
CITY OF USA P.O. BOX 12345 ANYCITY, TX 77001			12345 AMERICA ST.		12345-1234567890	
5.			FROM	TO	BILLING DATE	
8.			02/14/15	03/14/15	03/27/15 7.	
Readings and Consumption			TOTAL GALLONS		DESCRIPTION	
Meter No.	Read Date	Type			AMOUNT	
70232165	03/18/15	W-GLS			BALANCE FORWARD	24.90
70232165	03/18/15	W-GLS			PAYMENT 03/16	-24.90
Current	Prior	Usage			WATER	7.05
740.9	558.8	182.1			SEWER	10.20
4550.0	4522.4	27.6			HOUSTON GRP FEE	9.00
8.					THIS MONTH	26.25 9.
					TOTAL NOW DUE	26.25 10.
					PENALTY AMOUNT	PAY THIS AMOUNT AFTER
					2.62	04/15/2015 28.87 3.
192 JOHN SMITH			MESSAGES			
SERVICE AND MAINTENANCE (800) 888-8888 BILLING INQUIRIES (800) 999-9999 P.O. BOX 12345 ANYCITY, TX 77001			THIS MESSAGE BOX MAY CONTAIN IMPORTANT INFORMATION SUCH AS DISTRICT CONTACT INFO, SCHEDULED MAINTENANCE, CONSERVATION TOOLS, RATE CHANGE NOTICES, ETC.			
324-E			AVR, Inc.			
CITY OF USA P.O. BOX 12345 ANYCITY, TX 77001					Account Number 12345-1234567890 Service Address 12345 AMERICA ST Electronic Box# 123 4.	
1.			2.		3.	
ON OR BEFORE DUE DATE			DUE DATE		AFTER DUE DATE	
26.25			04/15/2015		28.87	
JOHN SMITH 12345 AMERICA ST. YOURCITY, TX 77002					CITY OF USA P.O. BOX 12345 ANYCITY, TX 77001	
			13.		AMOUNT PAID	
123451234567890000002887000000262500000262505						

When signing up for online services, you must enter your account number as it appears on your bill (including the dash).