

PAYMENTS OPTIONS FOR YOUR HERMITAGE SEWER BILL

1. Checks may be mailed in the envelope provided with your bill. You **MUST** include the remittance stub from your bill to ensure correct payment processing. Payments without remittance stubs may be delayed and late fees will accrue. These envelopes and the address printed on them are for sewer bill payments only. Do not place payments for items other than sewer bills in these envelopes or send to the address printed on them.
2. Autopay - Automatic payments of the current month's charges can be deducted from your bank account. Payments are deducted on the 5th of the month or the next business day after the 5th in the case of a weekend or holiday. Past due balances will not be automatically withdrawn and will continue to accrue penalties and interest. You must pay past due balances separately by an alternate option. It is the customer's responsibility to read each month's bill. To enroll in autopay, please complete the attached form, and return as indicated on the form with a voided check. If your bank account does not have checks, please contact Amy Nelson 724-981-0800 ext. 1360 or email anelson@hermitage.net for further instructions.
3. Online Payment – Go to www.hermitage.net and choose the “Online Bill Pay” icon. There is currently a 3.5% fee added for credit card payments and a \$0.50 fee added for e-check payments. These fees are subject to change.
4. Drop Box - Payments can be dropped off in the drop-off box located on the north side of the parking lot at the Municipal Building. Checks or money orders only. The City does not accept cash payments. You must include your sewer bill remittance stub or indicate the property address or sewer bill account number that you want the payment applied to. You may write that information on the memo line of your check or include it on a separate piece of paper in the envelope with your check.
5. Online BillPay through your bank - Please remember you must include your account or customer number with each payment entered. If not, payment may be delayed, and late fees will accrue. It may take up to seven days for payment to process so please allow for this additional time.

Please Note:

The City does not accept cash payments.

We do not accept payments in person/at the Finance Department counter or payments over the phone.

Any questions regarding these payment options, please contact Amy Nelson 724-981-0800 ext. 1360 or email anelson@hermitage.net