



City of Spring Lake Park
Utility Billing
1301 81st Ave NE
Spring Lake Park, MN 55432

UTILITY SERVICE FORM

The City of Spring Lake Park provides water and other utility services for all properties in the City. This is a brief summary of the utility account fees.

Utility accounts include charges for: Water, Recycling (curbside recycling is contracted with Walters Recycling & Refuse), Service/Base Fee, Sewer, Storm Water, Street lights (for the maintenance of community street lights), and a MN water test fee.

Statements bill quarterly: 03/31, 06/30, 09/30 and 12/31. Payments are due on or before the 30th of the month in which the bill is received. To avoid a late charge, payments must be made on or before the due date. Contact our Utility Billing department to receive your water utility bills via email. Once you are signed up to receive paperless bills you will no longer receive a paper copy of the water utility bill.

The City accepts walk in payments of: Cash, checks, credit/debit cards, money orders, and bill pays. You could pay by phone with a credit/debit card. You could pay online through the City's website www.SlpMN.org → Online Bill Pay. We also have a Utility Payment drop box available 24/7 – This is located outside the City Hall Entrance.

Please note: All credit/debit card transactions carry a convenience fee.

Office hours are Monday – Friday 8:00 AM – 4:30 PM.

All City water meters are equipped with a radio receiver so meters can be read electronically to record water use. Water meters read in 1,000 gallons. The City reads only the first four dials on the meter, left to right. The City encourages property owners to monitor their water meter readings on a regular basis. It is important to locate and learn how to shut off your water in case of an emergency.

Please complete the form below and return it to the City so we may update our records.

Feel free to contact Utility Billing with any questions or concerns

BBrown@slpmn.org | 763-792-7213

Property Owner: _____

Service Address: _____

Billing Address: _____

Phone Number: _____ Phone Number: _____

Email Address: _____

Type of Building: Single Family: _____ Duplex: _____ Townhome: _____ Apartment: _____ # of Units: _____

Will this be your primary residence? _____ Rental property: _____ Other: _____

If this is a rental property, in accordance to City Ordinance #367, all utility bills are to be in the name and address of the property owner and / or the management company.

Signature:

Date: