

## Bill Payment Options

The Village of Muenster offers several different options for paying your monthly utility bill and property taxes. Options include the following:

1. **Pay in person** with cash or cheque at Village Office. (Drop slot is open 24/7) Cheques can be mailed to The Village: \_\_\_\_\_ of \_\_\_\_\_ Muenster, Box 98, Muenster, SK S0K 2Y0.
2. **Auto Debit** (Automated Fund Transfer) is available from all banking institutions to pay your Village of Muenster Utility bill. Forms to authorize automated funds transfers are available from the Village office and can be obtained in person or via emailing us at [muenster@sasktel.net](mailto:muenster@sasktel.net).
3. **Internet Banking** (Paying your utility bill online) If you bank with any **Credit Union** OR **CIBC**, the Village of Muenster has made arrangements with those institutions to allow residents to pay their bills through internet banking. If you wish to make payments on your utility or tax accounts with the Village of Muenster, you will need to set this up on your bank's website. Please register both: Muenster (Village): Utilities and also Muenster (Village): Taxes so you can make payments on both accounts if you wish.

**For Credit Union customers**, when registering online, the "account number" to use for payments would be your name and street address as follows: [NOTE: ALL UPPERCASE]

Only [ LASTNAMEFIRSTNAMESTREETNAME (to a maximum length of 20 letters, **NO** numbers) Credit Union ]  
eg. SYLVESTREJANRAILWAY or SMITHJOHNMAINCRESC

**For CIBC customers**, please use the "Account No." for Utility Payments and "Roll No." for Tax payments as shown on your bills from the Village of Muenster. (first 4 Digits for Utility account number and last 6 Digits for Tax payment). If you have any questions regarding this process, please contact the Village Office at 306-682-2794 or email us at [muenster@sasktel.net](mailto:muenster@sasktel.net)

4. **E-Transfers** for water and/or taxes can be forwarded to [muenster@sasktel.net](mailto:muenster@sasktel.net) **Clearly** state in the "message" portion of your E-Transfer what the payments are for: For Example: Water at 306 Railway **OR** Taxes at 306 Railway.

AUTO DEPOSIT has now been enabled, **no password required**.

If the payment name is not stated in your message as to what the payment is for, and as a result is applied to the improper account, you will be billed late charges.