



City of Lewiston – Utility Billing

Enrolling in Automatic Monthly Bill Payment makes paying bills safe, easy and convenient. Your City of Lewiston utility bill will be automatically deducted from your bank account on the 15th of each month. The City will continue to provide a copy of your monthly utility bill, in advance, through your preferred method of delivery.

If you have any questions, please contact Utility Billing by phone at 208.746.3671 ext. 0, by email at UBinquiries@cityoflewiston.org or in person, Monday through Thursday between 7:30 AM – 4:30 PM and Fridays between 8:00 AM - 5:00 PM at City Hall • 1134 F St • Lewiston, ID 83501.

Mail: City of Lewiston
 Attn: Utility Billing
 PO Box 617
 Lewiston ID 83501

CITY OF LEWISTON AUTOMATIC PAYMENT AUTHORIZATION	
I authorize the City of Lewiston and the financial institution named below to automatically process bill payments from my account. This authority will remain in effect until I give reasonable notification in writing to terminate this authorization.	
Your utility account number	Utility customer number
Name as it appears on your utility bill	
Physical Address <div style="text-align: right;">Lewiston, ID</div>	
Name of Bank or Financial Institution	
<input type="radio"/> Checking Account (ENCLOSE VOIDED CHECK) <input type="radio"/> Savings Account (ATTACH SAVINGS SLIP)	
<input type="radio"/> Check to receive email statements <input type="radio"/> Check to receive USPS mailed statements	<input type="radio"/> I am the Owner <input type="radio"/> I am the Tenant
Email Address	Office Use
Daytime Telephone Number	
Signature	Date
ENCLOSE VOIDED CHECK OR SAVINGS SLIP	

Account must be paid to zero in order to set up automatic payment. This form must be fully completed, signed, and account paid to zero before automatic payments will be deducted from your financial institution.

To discontinue Autopay, mail the request by the 5th of the month to the above address or email UBinquiries@cityoflewiston.org.