



City of Spring Lake Park
Utility Billing
1301 81st Ave NE
Spring Lake Park, MN 55432
763-792-7213

UTILITY SERVICE FORM

Utility Accounts Include Charges For:

Water and Sewer, Water Service Fee, MN Test Fee, Storm Water, Recycling (curbside recycling is contracted with Walters Recycling & Refuse), and Street Lights.

Billing Schedule:

Statements are issued quarterly on March 31st, June 30th, September 30th, and December 31st.

Payments are due on or before April 30th, July 30th, October 30th, and January 30th.

If payment is not received by the due date, a 10% late penalty will be applied.

Payment Options:

The City accepts payments by cash, checks, credit/debit cards, money orders, and bill pay. Payments can be made in person at City Hall, by phone, or online through the City's website SpringLakeParkMN.gov → Online Bill Pay.

A Utility Payment drop box is also available 24/7 – This is located outside the City Hall Entrance.

Please note: All card transactions carry a convenience fee.

Office Hours:

Monday – Friday 8:00 AM – 4:30 PM.

Water Meters:

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 regularly. 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 can update our records.

Property Owner: _____

Service Address: _____

Billing Address: _____

Phone Number: _____ Phone Number: _____

Email Address: _____

Type of Property: Single Family: _____ Duplex: _____ Townhome: _____ Apartment: _____ Business: _____

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

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: