

# CONTACTLESS METHODS TO PAYING YOUR UTILITY BILL DURING COVID-19

1. Place your payment (check or cash) in the drop box outside city hall. Please ensure you have your payment stub included with your payment. If you have extra cash that exceeds your bill amount, it will be credited to your account on your next month's bill.
2. Pay your utility bill online via credit or debit card at [www.mountainlakemn.com](http://www.mountainlakemn.com) – A processing fee will show up in which you will need to pay but the extra processing fee you pay will be credited to your account on your next month's bill (the Utility will essentially be paying processing fees during this time).
3. Sign up for Direct Payment with your bank checking or savings account (ACH transaction). Visit [www.mountainlakemn.com](http://www.mountainlakemn.com) -> *City -> Departments -> Utilities -> General Info* to print and fill out a direct payment application form. Please include a voided check, attach it to your application, and place it in the drop box outside city hall or mail to city hall at the address below. If you do not have access to a printer, call 507-427-2999 ext.6 and a form can be mailed to you to fill out.

For any questions on utility billing, please contact 507-427-2999 ext. 6 or email [lcowell@mountainlakemn.com](mailto:lcowell@mountainlakemn.com)

## City Hall Mailing Address

Mountain Lake Municipal Utilities  
P.O. Box C  
Mountain Lake, MN 56159