

Telephone: 814 267-3837

Fax: 814267-3017

Berlin was settled in 1768, and incorporated into a borough in 1837.

**The Borough of Berlin and
The Municipal Authority of
the Borough of Berlin**

700 North Street

Berlin, PA 15530

Telephone: 814-267-3837

Fax: 814-267-3017

May 4, 2026

Borough of Berlin Utility Customer,

Due to the rising costs of postage, the monthly utility bills are going to go to E-Billing (electronic billing). For those who are not familiar with E-Billing here is a brief description: E-billing is a digital process for generating, delivering, and paying invoices replacing traditional paper-based. The bills will be sent via email allowing customers to pay immediately using credit cards or ACH. Common synonyms include online billing and paperless billing.

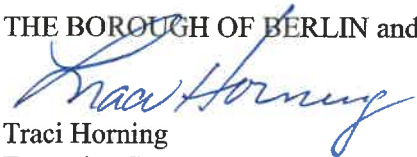
Payment Options:

- The Borough offers an automatic draft from your checking or savings account to make payment to your utility account. A form will need to be completed, and the Borough will draft your account on the 25th of each month to pay your utility bill. Please contact the Borough office to sign up for this service.
- Berlin Borough Customer Portal. The customer portal provides you with the opportunity to access your account information and activity. You can pay your bill through the portal. To sign up for this go to <https://berlinboro.authoritypay.com> You will need your account number and your CID number which are on your utility bill. Information on the back of this letter.
- The utility bill will be emailed, and you may choose to bring the bill into the Borough office to pay in person or drop off in the drop-off box outside the Borough office door.

Any questions or concerns please call the borough at 814-267-3837.

Sincerely,

THE BOROUGH OF BERLIN and THE MUNICIPAL AUTHORITY



Traci Horning
Executive Secretary



The Customer Portal provides you with the opportunity to access your account information and activity. In addition, you will also be able to pay your bills using the portal.

- Create your own portal account through the self-registration
- Sign-up for E-Bills
- View your current and previous bills
- View your billing, payment and usage history
- Pay your bills via credit card or ACH

Go Green, Save a Tree

If every American household used E-Bills and online bill pay, it could reduce solid waste in U.S. landfills by more than 800,000 tons a year and help curb the release of greenhouse gases by 2.1 million tons, according to Javelin Strategy and Research. This could also save an estimated 18.5 million trees a year!

The convenience of receiving, viewing, any paying your bill online

No more waiting for the mail. Make your life easy by receiving your bill each month online. Our E-Bill is a secure way to receive, view, and pay your bill online. By enrolling in E-Billing, you'll conveniently receive an e-mail each month when your bill is ready for viewing online. Say goodbye to paper bills and hello to convenience and less clutter!

Sign-up Today

- Make sure you have your Berlin Borough Account and CID #
- Go to: <https://berlinboro.authoritypay.com>
- Click on Not Registered?
- Fill in the information needed to create an account and verify your email address