

The Saxonburg Area Authority



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April 2019

Dear Customer:

In January 2017 we announced our new billing program with new features to be able to view and pay your invoice on line. Since then the number of our customers receiving and viewing their bills electronically has doubled. These customers can see and pay their bill without waiting for the mail, even when they are on vacation. One out of every three bills is now paid online using our “customer portal”.

If you are already paying your bill through our direct debit program, your payment will continue to be taken from your checking account on the 27th of each month, or the first business day following the 27th. This service insures your payment is made on time every month without you needing to write a check or process the payment online. If you are not taking advantage of this fee-free service to guarantee your payment is on time, please refer to the back of your bill for information on how we can start this service for you.

If you sign up for the Customer Portal you can: (sign up at <https://saa.authoritypay.com>)

- View and pay your bill in real time
- Sign up for an E-Bill
- Have lower credit/debit card convenience fees than other sites
- Have NO convenience fees if paying with a checking account
- We will receive notification of your payment immediately
- Choose your payment processing date (remember the due date is the 27th)

Visit <https://saa.authoritypay.com/> for instructions to create an online account to view and pay your bill. We believe you will find the “customer portal” convenient and user friendly. Remember that our site is FREE for checking account customers and we receive notification of all payments made through the site **immediately**. If you use any other bill payment method, you are subject to their fees and are relying on them to process your payment and have it to us before the due date.

To be sure your online payment is on time, always go to www.the-saa.org and use the customer portal to initiate the payment.

Sincerely,

The Saxonburg Area Authority