



HOW TO PAY

Building Permits, Police, Taxes, & Utilities

There are no processing fees for utility payments. Processing fees may apply to process other payment types.

COMMERCIAL BANK Drive-through

- No fees
 - ✓ Accepted: Cash, Checks, or Money order
 - ✗ Not Accepted: Credit nor Debit cards
- Payment stub required; receipts available
- Please allow 3-5 business days for payment to reflect on your City account
- 2 Locations, hours vary
 - Cedar St- 661 N. Cedar St, Mason, MI 48854
 - Jefferson St.- 322 S. Jefferson St., Mason, MI 48854

DROP-BOX or MAIL

- No fees
 - ✓ Accepted: Checks or Money order
 - ✗ Not Accepted: Credit cards nor Debit cards; Cash is not recommended. The City is not responsible for lost or missing cash payments.
- Payment stub requested; receipt provided if an empty self-addressed stamped envelope is included with payment
- Drop-box: 201 West Ash St., Mason, MI 48854 (across from City Hall front doors, next to the flagpole; no postage necessary when placing in the drop-box)
- Mail: City of Mason, Attn: Finance, PO Box 370, Mason, MI 48854 (standard postage rates apply)

ONLINE

- Processing fees may apply (No fees for utility payments)
 - ✓ Accepted: Credit or Debit cards, E-check, and Google Pay
 - ✗ Not Accepted: Cash nor Checks
- Available 24/7/365
- Payments posted immediately
- Invoice Cloud- invoicecloud.com/masonmi
 - Building permit payments not accepted
 - Create an account for easier future payments and account reminders
 - One-time, Recurring, AutoPay, and Text payment methods available
- City of Mason- mason.mi.us/payments
 - Building permit payments accepted; a direct link will be sent from Community Development department or Customer Service

PHONE

- Processing fees may apply (No fees for utility payments)
 - ✓ Accepted: Credit or Debit cards and E-check
 - ✗ Not Accepted: Cash nor Checks
- Available 24/7/365
- Secure, Automated Pay by Phone: 1-833-699-7827
 - Only Utility and Tax payments accepted

ADDITIONAL INFORMATION

Checks: Make Payable to: City of Mason; Posted the day the check is received (not postmarked date)

Bank or Credit Union Online Bill Payments: Please allow extra time for bill-pay payments as they may be mailed.

Overpayments: May be made at Commercial Bank, in the drop-box or by mail.

Resources: More Questions? Please Contact our Customer Service Desk at 517.676.9155 or info@mason.mi.us.

1.26.21 (Finance)