

MAILING NAME  
123 MAILING ADDRESS MAILING  
CITY, ST 99999

ALARMED NAME  
123 MAIN AVE  
ANYTOWN, MM 12345

2/10/2016

Re: New Invoice

**Total Outstanding Balance:\$0.00**

Enclosed is an outstanding summary of all charges on your account. Your current balance is \$0.00, and your current status is Closed.

Please make your check payable to the CLAS. Mail your payment using the enclosed envelope.

Payment may also be made online at [www.longviewtexas.gov/clas](http://www.longviewtexas.gov/clas). To access your account online, you will need your account number and password. Your account number is (10004), and your password is (PUB19248).

To pay online, please follow these steps:

1. Click "Online Payments" from the green column on the left.
2. Sign in with above account information.
3. Select "Pay Online" from the menu on the left.
4. Select the invoice(s) you wish to pay. Invoice(s) **MUST** be paid in full.
5. Enter your credit card information and then click "Submit".

If you have any questions, please call the The City of Longview Alarm Services (CLAS) Program, Monday through Friday from 9 a.m. to 5 p.m., at (855) 905-0607.

Enclosure(s): Invoice, Envelope