

Utility Bill Payment Arrangements



Name: _____

Property Owner: _____

Service Address: _____

Phone: _____

Account Number: _____

Date: _____

Total Account Balance: _____

Past Due / Shut off Amount: _____

Guidelines - Payment Arrangements should be no less than the "Past Due Amount" divided into 3 equal payments over 60 days.

1st - Today's payment, in the amount of \$ _____

2nd - On (date) _____, in the amount of \$ _____

3rd - On (date) _____, in the amount of \$ _____

I have committed to payment arrangements listed above for my delinquent utility bill to avoid water shutoff. I understand that if arrangements are broken, my utility account will revert to delinquent status and my water will be shutoff.

Signature

Date

IF PAYMENT IS NOT RECEIVED BY THE DUE DATE YOUR WATER WILL BE SHUT OFF, INCURRING A \$50.00 CHARGE FOR TURN OFF/TURN ON.

Office Use Only

Received by: _____

Approved By: _____

Date: _____