



REQUEST FOR UTILITY BILL PAYMENT ARRANGEMENT

THIS CAN BE A CONTRACTUAL DOCUMENT FORM COSUBA001

Date:

Name:

Phone Number:

Email:

Account Number:

Service Address:

Total Account Balance (This may change with current charges pending): \_\_\_\_\_

Amount Paid Today: \_\_\_\_\_

Balance Remaining: \_\_\_\_\_

Signature: \_\_\_\_\_ Staff Signature: \_\_\_\_\_

Reason For Request/Resident Arrangement:

Additional Payment Notes: This payment arrangement must be current charges plus an additional amount that gets applied to arrears. Payment plans are meant to achieve balance payoff.

In the event this payment arrangement isn't followed services will be discontinued immediately and the individual responsible for services will be charged the full amount. To get services back on a payment of 50% of the total bill will need to be paid, and 100% of the total bill will need to be paid 10 days after disconnecting if no payment is made. A \$50.00 dollar fee can also be charged for reconnection and any late penalties apply. If you have any questions, please view the City of Sherburne's utility billing policy.