

## AVERAGE PAYMENT PLAN POLICY/APPLICATION

Utility billing customers that have had at least 12 months of history and have not been disconnected for non-payment within the last 12 months may sign up to participate in the average monthly payment plan. An application for AMP will need to be filled out by the customer prior to being accepted for the plan.

All average monthly payment customers will receive their normal billing showing their actual usage; the only difference is the total due will show the average monthly payment amount. You may leave the program at any time after 12 month on the plan, at which point the balance due must be paid in full and any credit balance will be applied to your utility account. **Once a year, in the month of May you will have an annual reconcile of your account status. At this time you will be required to pay any unpaid balances on your account. All credit balances will be carried forward and deducted from your future average monthly payments.**

To remain on the average monthly payment plan, you are required to pay the amount due by the **15<sup>TH</sup>** of every month. If you miss two AMP payments in a twelve-month period, or if you are disconnected for non-pay on the AMP payment plan, you will no longer be eligible to stay on the program. If your account is kept current for a consecutive 12 month period, your account will be eligible once again for the average monthly payment plan.

All average monthly pay customers will have their pay amounts recalculated on their May billing. A new average monthly pay amount will be reflected on the June billing.

### APPLICATION FOR AVERAGE MONTHLY PAYMENT PLAN

Customer Name \_\_\_\_\_

Customer Address \_\_\_\_\_

Customer Phone/Contact Number \_\_\_\_\_

Utility Account Number \_\_\_\_\_ Date \_\_\_\_\_

By signing this application I understand that I am responsible to pay the AMP by the 15<sup>TH</sup> of every month. If I am disconnected for non-payment, I will be removed from the AMP plan and full payment will be due at that time, any credit balances will be applied to future billings as long as I have active service.

Customer Signature \_\_\_\_\_

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(To be completed by the Woodbine Municipal Utilities)

Level Payment Amount \_\_\_\_\_ Date Approved \_\_\_\_\_