

Budget Billing Payment Program

NAME

SERVICE ADDRESS

CITY, STATE, ZIP

TOWN OF CULPEPER ACCOUNT #

DAYTIME PHONE NUMBER

E-MAIL ADDRESS

Authorization Agreement:

By signing below:

- I (we) request to be placed on the **BUDGET BILLING PAYMENT PROGRAM**
- I (we) agree to the terms listed on the reverse side of this sheet.

X _____

SIGNATURE

DATE _____



Town of Culpeper
Treasurer's Department
400 S. Main Street, Suite 109
Culpeper, VA 22701

Budget Billing Payment Program

Budget Billing Payment Program

*Sign up for
Budget Billing
and "level out"
your utility bill
payments all
year long*



Town of Culpeper
400 S. Main St., Suite 109
Culpeper, VA 22701
(540)829-8220
www.culpeper.to

Help budget for your monthly utility bill throughout the year...Enroll in BUDGET BILLING!

The *BUDGET BILLING PAYMENT PROGRAM* is designed to help customers plan for their monthly bills in an affordable manner.

The *BUDGET BILLING PAYMENT PROGRAM* can help level out your payments throughout the year, spreading the impact of peak utility usage in summer and winter.

The *BUDGET BILLING PAYMENT PROGRAM* is a free service that is offered by the Town of Culpeper.

“HOW IT WORKS”

*When you sign up for Budget Billing, we compute your budget amount based on the past 12 full months of actual bills, divide by 12, then this amount will be your monthly budget bill amount for the next 11 months.

“HOW IT WORKS” cont.

*The 12th month of the program is considered a “true-up” month where any deferred balance or credit based on your actual use during the past 12 months will be due or credited on the 12th months bill.

*Your *BUDGET BILLING PAYMENT PROGRAM* will resume the following month with a newly calculated budget billing amount based on the most previous years actual utility usage.

*If you wish to cancel, you may do so in writing one month prior to effective date.

“ELIGIBILITY REQUIREMENTS”

***Have a 12 month billing history at your CURRENT location.**

***Your account must be in good standing and current in your utility payments (\$0 Balance on account).**

TERMS AND CONDITIONS:

- Agree to pay the full budget amount each month by the due date.
- Agree that any payment that is less than the budget amount may cause your utility service to be disconnected.
- Agree that failure to pay within 10 days of your due date will result in immediate termination of budget plan and/or disconnection of services.
- Agree that budget billing accounts are ineligible for time extensions or any other type of payment agreement.
- Agree that the 12th month of the billing cycle is the “true-up” month. If the account has a credit balance, that balance will be applied to the next bill. If the account has a debit balance, that balance will be due in the 12th month of the billing cycle.
- Agree that your budget billing enrollment will begin with your next monthly bill after enrollment.
- Agree that if you wish to cancel, the request must be received 1 month in advance of cancellation and in writing.
- Agree that if your payment is returned for insufficient funds, you will be immediately withdrawn from the budget billing payment program.