

*** FOR OFFICE USE ONLY ***

Once your application has been processed and approved, you will be asked to review the arrangement and, if agreed, both parties will sign. The pay arrangement will then be created on your account.

As per our conversation I, _____, agree to pay 50% of the total balance due each month with the objective to bring current the water/wastewater service(s) on my account # _____. I understand the term of this agreement is 6 months and the first payment will be due starting _____ with subsequent payments to be made every month and ending on _____.

No new late fees will apply, nor will there be allowance for any payment waivers, discounts, credits or rebates. Extension of the installment plan must be re-authorized at the end of the plan period.

Payments can be mailed or made in person at City Hall, 101 E Street. Online payments are accepted at <http://www.cityofwaterford.org> (\$3.95 service fee applies). Payments made at Pioneer Market will not be guaranteed to be posted on time.

These payments must be made on time. When an installment plan's circumstances have changed and no longer is authorized, or one payment is missed, I will be removed from the installment plan program, and late fees and disconnection of service will occur.

Applicant Signature: _____

Date: _____

City Administrator: _____

Date: _____