



OPEN ENROLLMENT FOR BUDGET BILLING

*****IF YOU ARE ALREADY ON BUDGET BILLING -
YOU DO NOT NEED TO RETURN THIS FORM*****

The City of Milton offers a Budget Billing program to its customers to facilitate their payment of City of Milton Utility bills. **This program is available to residential customers only.** It allows residential, single and/or multi-family unit customers to pay an equal monthly sum for their utility bills throughout the year based on their prior 12 month billing history. **Tenants require owner approval to participate.**

AUTHORIZATION AGREEMENT FOR BUDGET BILLING

Account # _____ Service Address _____ Service Lot# _____

I am ___ Owner ___ Tenant

I/we hereby authorize the City of Milton to establish my/our account on a monthly billing cycle and to average my/our billings based on my/our prior 12 months billing history to reflect the average billing amount to be paid each billing cycle.

Name _____

Telephone # _____ Email Address _____

Owners Name _____

This authorization shall remain in full force and effect until the City of Milton has received written notification from me (or either of us if there is more than one name on the account) of its termination in such time and in such manner as to afford the City of Milton reasonable opportunity to act on it. Upon termination of budget billing my/our account shall be paid in full regarding all sums owing through the Budget Billing program termination date.

The City of Milton reserves the right to modify the terms of this agreement or to terminate it as the sole discretion of the City of Milton.

Signature _____ Date _____

Owner Signature _____ Date _____
(Required for Tenant)

PLEASE RETURN FORM TO: (do not include w/pymt to Seattle address)

City of Milton
1000 Laurel Street
Milton, WA 98354

(SEE OTHER SIDE)

BUDGET BILLING
ELIGIBILITY REQUIREMENTS

- A. A residential customer is eligible for the payment plan if:
 - 1. There has been a **12-month consecutive history** of the customer's **payments being on time** to the City for the subject property; **and**
 - 2. The request for billing to begin pursuant to the Budget Billing Plan has been made when the **customer's balance for its utility account is zero.**

- B. Method of Calculation. The City shall recalculate the customer's monthly payment once a year and the residential customer will be billed the average amount for that period. This means the monthly payment may go up or down each year based on the customer's history of utility usage for the prior year.

- C. Advance Calculation of Payment. The residential customer may request the City to calculate the average payment plan amount prior to having it activated for the customer so the customer may determine if they would like to take advantage of this program.

- D. If the customer becomes delinquent or in arrears of its utility bill, the Budget Billing Plan will stop and the customer will not be eligible to be reconsidered for the program for the next 12 months.

**To view your history and estimate what your budget payment would be, log on to our website www.xpressbillpay.com and register with your email address and utility account number.

ANY QUESTIONS? Please contact us at 253-922-8733

**IF YOU ARE CURRENTLY ENROLLED IN BUDGET BILLING,
YOU DO NOT NEED TO COMPLETE THIS FORM.**

Clerk's use only

Approved _____ Denied _____ Clerks Int. _____