



**CITY OFFICES**  
 100 West Fourth Street  
 Waterloo, Illinois 62298  
 618.939.8600  
 Thomas G. Smith, Mayor

## NEED TO MAKE A PAYMENT ARRANGEMENT FOR YOUR UTILITIES? SAVE YOURSELF A TRIP

YOU CAN NOW COMPLETE THIS FORM IN FULL AND RETURN IT WITH YOUR MINIMUM PAYMENT OF 1/2 THE PAST DUE AMOUNT ON THE ATTACHED PINK BILL.

THE REMAINING BALANCE IS DUE NO LATER THAN THE 5<sup>TH</sup> OF THE FOLLOWING MONTH.

IF YOU HAVE QUESTIONS, YOU MAY CONTACT US AT 939.8600

### DEFERRED PAYMENT SCHEDULE

Date: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Service Address: \_\_\_\_\_  
 Account Number: \_\_\_\_\_

The City of Waterloo Deferred Payment Schedule between the City of Waterloo and \_\_\_\_\_ is hereby established as follows:  
 \_\_\_\_\_  
 Customer Name

Balance due including penalty charges from UTILITY SHUT OFF NOTICE:	\$	
	<b>Total Amount Past Due</b>	
Less 1/2 the balance due by Payment Due Date stated on pink bill	\$	
Balance for payment due ON or BEFORE the 5 <sup>th</sup> of next month	\$	

\$ _____	2 <sup>nd</sup> Payment Due _____	
<b>FINAL PAYMENT</b>		<b>Payment Date (on or before the 5<sup>th</sup>)</b>

**NOTE:** (FINAL payment is due NO LATER than the 5<sup>th</sup> of the following month without prior approval from City Management.)

\*\*If a customer or user defaults on this agreed upon deferred payment schedule, all Utility Charges in arrears shall be immediately due and payable and no further credit extensions shall be granted the Utility Customer. If Utility Customer fails to fulfill their obligation under this agreement, utility services may be terminated without further notification to Utility Customer. No right of appeal or additional hearing shall be required or allowed prior to termination of the service

\_\_\_\_\_  
 Signature & Phone Number

By: \_\_\_\_\_

**PLEASE KEEP A COPY FOR YOUR RECORDS**