



# Utility Customer Service

207 W. Second Ave. • P. O. Box 179 • Franklin VA

## ELECTRICAL SERVICE BUDGET POLICY & ELIGIBILITY REQUIREMENTS

### PURPOSE

The purpose of the budget plan is to allow a customer to pay equal amounts for electrical usage each month.

### ELIGIBILITY

The requirements set forth, in order that a citizen may be placed on a budget for his/her electrical service, are listed below.

- MUST OWN HIS/HER RESIDENCE
- MUST HAVE ELECTRIC HEAT
- MUST HAVE BEEN ON THE CITY ELECTRICAL SERVICE FOR ONE YEAR ( OR SUITABLE CREDIT USING LOCATIONS ONE YEAR EXPERIENCE )
- MUST BE ON THE "CYCLE 'N' SAVE" PROGRAM
- PAYMENT HISTORY MUST HAVE CURRENT ( NO CUT-'OFF'S AND NO MORE THAN TWO PENALTY NOTICES IN LAST 12 MONTHS)

### **THE BUDGET YEAR BEGINS ON JULY 1 OF EACH YEAR**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ACCT# \_\_\_\_\_ telephone # \_\_\_\_\_

12 Month Average Billing \_\_\_\_\_ Less than 12 month Average \_\_\_\_\_

**BUDGET AMOUNT \$** \_\_\_\_\_

**THE ELIGIBILITY REQUIREMENTS HAVE BEEN MET**  Yes  No

----- NAME ----- DATE

----- APPROVED BY

- NOTES



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### Customer Budget Agreement Form

I, \_\_\_\_\_, have read the budget requirements for being a budget customer. I agree that my budget amount will be set at \$ \_\_\_\_\_. I understand that this amount is only for the electric portion of my utility bill.

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

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

\_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: (     ) \_\_\_\_\_ - \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\* TO CONTINUE WITH THE BUDGET PLAN, PLEASE RETURN BUDGET AGREEMENT\*\***