



TOWN OF HUDSON UTILITY BILL PAYMENT AGREEMENT FORM

This Agreement can only be entered into by the person whose name is currently on the account.

Name: _____ Phone No. _____

Email: _____

Service Address: _____

Billing Address: _____

Account Number: _____ Total Amount Currently Due: _____

Date of Agreement: _____ Date Account will be paid in full: _____

Per this Agreement with the Town of Hudson, you hereby agree to the following items: (all three (3) lines must contain the requested information for this request to be considered.

- A. Must pay current monthly billing PLUS an additional amount toward the arrearages.
Due no later than the 20th day of each month, beginning on: _____
- B. Must bring account fully up to date no later than: _____
- C. Must pay a minimum monthly payment amount of: _____

By signing below, you hereby accept and agree with the terms and conditions (attached) of this Agreement. You also consent to the Town of Hudson filing a lien on your property. This Agreement will be reviewed for renewal every twelve (12) months.

By signing below, you understand that if you fail to make a monthly payment or otherwise fail to comply with the terms of this Agreement, your services will be terminated and, in addition to the FULL amount due, you will be charged a \$40.00 reconnect fee before services are reconnected. If you still have arrearages after twelve (12) months, a new Agreement will be negotiated.

Customer Signature: _____ Date: _____

Town of Hudson Representative: _____ Date: _____

TOWN OF HUDSON

TERMS AND CONDITIONS FOR PAYMENT PLAN

The purpose of this Terms and Conditions for Payment Plan is to provide the utility customer with a means to extend the amount of time they may need to pay their utility bill prior to service being disconnected.

A payment plan will allow a customer more time to pay their utility bill. The payment schedule for payment plans will be established at the time of request. Agreements are for a twelve (12) month term and will be reviewed for renewal after twelve months.

Customers on a current payment plan will not be charged late fees if the scheduled payments are kept current.

To set up a payment plan, complete the attached form and bring it to Town Hall to have the agreement approved. The following rules apply to all payment plans:

- a) You must not have a broken payment plan within the last twelve (12) months.
- b) All payments must be an agreed upon amount which will bring the account current within the time period requested or renewed with another agreement put in place.
- c) Payments may be made weekly, bi-weekly or monthly, but the total payment amount must be paid by the 20th of each month.
- d) The customer is responsible for ensuring that they follow these guidelines to avoid service disconnection.
- e) Failure to make any agreed payment will nullify the agreement and services will be disconnected.
- f) If the past due amount is not paid in full on the final agreed upon due date, or a renewal agreement entered, service will be disconnected.
- g) No notice will be sent to the customer prior to disconnection and the customer will be responsible for paying a \$40.00 reconnection fee in addition to the FULL amount due before service will be reconnected.
- h) The Town of Hudson has the right to file a utility lien on your property until the account is paid in full.
- i) Broken payment plans will proceed through the collection process.
- j) Delinquent notices with the total past due amount owed are generated monthly for all accounts with past due balances. Use this notice as a reminder to make the agreed upon payment before the 20th of the month.
- k) The Mayor and/or Town Council have the discretion to negotiate an extended plan for catastrophic cases. The Clerk/Treasurer does not have authority to negotiate your plan.

We can assist you in determining what your minimum payment should be to bring your account up to date by the end of the requested period. ****NOTE**** Unexpected high usage may require an adjustment to your monthly payment amount.

PLEASE NOTE – Our billing system is unable to set a billing amount other than what is due on the bills, so it is your responsibility to make the agreed upon payments.