

City of Flandreau – Budget Billing Application Form

1005 W. Elm Avenue
Flandreau, SD 57028-1404

Budget Billing does NOT reduce the amount customers pay for utilities. Rather, it spreads the payments out more evenly over a 12-month period to spare you from unpredictable bills that result from seasonal usage variations. This *free service* is available to all City of Flandreau **Residential Customers**. Qualifying customers may sign up for Budget Billing by completing the application below, providing you meet the eligibility requirements and accept the terms and conditions.

PLEASE PUT MY ACCOUNT ON BUDGET BILLING BEGINNING _____		
_____	_____	
UTILITY ACCOUNT NUMBER	CUSTOMER NAME	

SERVICE ADDRESS		

BILLING ADDRESS (if different)		
_____	_____	_____
HOME PHONE	CELLULAR PHONE	WORK PHONE

E-MAIL ADDRESS		

FOR OFFICE USE ONLY		
Plan Year beginning _____	Budget Amount _____	Other _____
Plan Year beginning _____	Budget Amount _____	Other _____
Plan Year beginning _____	Budget Amount _____	Other _____
Discontinued Budget Billing Plan effective _____		
Comments _____		

ELIGIBILITY REQUIREMENTS, TERMS AND CONDITIONS:

- There is no charge to you to participate in the Budget Billing program.
- This service is offered at the discretion of the City of Flandreau to customers who meet these terms and conditions. You may stop Budget Billing at any time; however, you may not re-enter the program for a period of 12-months.
- You must have and maintain a current balance on your utility account to be eligible for Budget Billing.
- You must have resided at your property address for a minimum of 12 months.
- Your budget amount applies to all services on your utility bill and is based on an average of your actual monthly bills for the previous 12 months.
- The City of Flandreau reserves the right to increase or decrease your Budget Billing amount at any time for any reason; for example, to reflect changes in utility costs or usage, under-calculated amounts, or other circumstances that cause your budget amount to vary significantly from the amount calculated at the beginning of the plan year. You will be notified if the budget amount will be changed.
- Once enrolled, you will remain on the plan as long as you continue to meet all the eligibility requirements, terms and conditions or you notify us to cancel this service.
- You will be billed for 11 months at the budget amount. Your bill for the 12th month will reflect your “settle up” amount which is the difference between your actual usage and the budget payments you made for the budget billing year. This difference may be a credit balance or an outstanding balance. Credit balances will be applied to your next utility bill. Any outstanding balance will be due and must be paid in full on the regular payment due date (the 15th of the month or first business day thereafter).
- You will be automatically re-enrolled in Budget Billing after the “settle up” month for the upcoming 12 month period. Your new budget amount will be an average based on your actual monthly bill from the previous 12 months.
- Budget Billing service may be terminated for nonpayment or payments returned by the bank. You must adhere to your established payment schedule. If you miss two payments, you will be removed from the Budget Billing program and will no longer be eligible for this service.
- If you elect to discontinue Budget Billing, or are terminated from the program, any unpaid balance for utility services will be applied to your account. The account balance will be due and payable at the time of termination. Any remaining credit balance on a terminated account will be refunded in the same manner as any other terminated City account.

I, the undersigned, agree to the terms and conditions listed above and hereby enroll in the Budget Billing Program offered by the City of Flandreau.

CUSTOMER SIGNATURE

DATE