



Village of Divernon

50 E. BROWN STREET
DIVERNON, IL 62530
OFFICE: 628-3416
FAX: 628-3076

What is budget billing?

Budget billing is a program available to Village of Divernon residential utility customers to even out their utility costs by paying the same amount each month.

Your budget billing amount will be determined by averaging the bills from your previous 12 months, adding 10% and rounding to the nearest 5. This 10% is an attempt to cover any fluctuations in the actual cost due to supplier rate changes or unexpected weather extremes.

Periodic reviews / year end settlement

Your monthly budget billing amount has been estimated as accurately as possible. However, to avoid a significant difference accumulating between the budgeted amount billed and the cost based on the actual usage amount, we will conduct periodic reviews of your account throughout the year.

After a periodic review, your budget billing payment amount could stay the same or it could be adjusted up or down, depending on the cost of your actual usage. A payment adjustment is designed to avoid a large over or underpayment at the end of your budget billing year.

The Village anticipates that these periodic reviews will eliminate the need for an annual settle-up month. If the Village chooses to impose a settle-up month it will occur in the Spring, or during the year as needed. If the actual cost of your utilities is less than the amount you paid, your account will be credited. However, if the actual cost is more than what you have paid, you will be billed for the difference.

When may I sign up for budget billing?

The Village will offer enrollment for the budget billing program in April of each year. The budget billing calculations will be completed and budget amounts will be sent to customers by the beginning of April. If a customer does not wish to continue on budget billing, they will need to contact the Village Hall office.

Saving **WATER** together
one  at a time.

What if I move during the year?

Budget billing payments are determined for your particular residence and are not transferrable. When service is terminated, the budget billing account is closed and a final bill will be created.

Who is eligible for budget billing?

Customers must meet the following criteria to be eligible for budget billing:

- Have a 12-month billing history at your current location
- Be a customer in good standing with the Village of Divernon, having no more than 2 late payment penalties within the past 12 months.
- Have a zero (\$0.00) balance on your account before your first budget billing statement is generated.
- Agree to pay the full budget amount each month and every month by the due date.
- Agree that any payment less than the budget amount will be subject to late fees and shut-off.
- Agree that after two delinquent payments the account is not eligible for budget billing for a minimum period of 12 months.
- Agree that budget billing accounts are ineligible for time extensions or payment arrangements.

GAS SAFETY

- Agree that the Village may deem it necessary to impose an annual settle-up month. If the account has a credit balance it will be applied to the next month's bill, if the account has a debit balance, that balance along with the current bill, will be due.

How do I participate in budget billing?

You may participate in the budget billing program by completing the attached application form and returning it to the Village of Divernon Utility Office 50 E Brown Street, Divernon, IL 62530. The application can also be found on our website in the Forms tab or obtained from the Village Hall office.

When can I discontinue budget billing?

Budget billing may be discontinued during the year by notification from the customer. The Village will choose to discontinue a customer's budget billing account if the customer is delinquent twice within the budget billing period.



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I, _____, request participation in the budget billing option for my residence located at _____ Phone #: _____

I agree to the terms of participation in the Village of Divernon's Budget Billing Program.

- My budget billing amount will be determined by averaging the bills from my previous 12 months, plus 10% and rounding to the nearest 5. My account must have a zero (\$0.00) balance before my first budget billing statement is generated.
- I understand that this program will begin on the 1st day of the month following the signing of this agreement and is said to be settled in full on the 1st day of May of the following year. I understand that if my payment is not received by the due date, I will be subject to late fees and shut-off.
- I understand it may be necessary for my monthly payment to increase or decrease during the year depending upon increases in rates and I do agree to abide by the decision of the Village of Divernon when given a 30-day notice.
- I agree to make the monthly payment agreed upon and that if two payments are missed without prior agreement, this agreement becomes void.
- I can cancel this agreement and return to regular payment status when the Village of Divernon is given a 30-day notice.

The budget billing option will be terminated when:

- I elect to terminate this option by informing the Village Office. I understand that I cannot reapply for the budget billing option for a minimum period of one year.
- I move from this location
- Payment is delinquent two times within a 12-month period

Should this option be terminated for any reason, the next bill produced will reflect the current charges, plus or minus the over or under payment to date, and must be paid in full by the due date to avoid late charges.

Customer Signature

Account #

Date

May 1, 20____ to April 30, 20____

Supt. of Public Works Signature

Date

\$_____
Budget Billing Amount