



Utility Billing Payment Plan Agreement

City of Borger Department of Finance
 PO Box 5250, Borger, TX 79008-5250
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www.borgertx.gov

Official Use Only:	
PP	
Contract Entered:	

Account Information

Name:	Telephone:	Cell Phone:
Email Address:	DL State / #:	SSN:
Service Address:	Account #:	

Plan Information

Staff Use Only			
Plan Start Date:	Down Payment:	Remaining Balance:	# of Installments:
			Monthly Payment Amount:

Policy

For Utility accounts (Commercial, Residential, Industrial and/or refuse only) with a balance at or prior to August 1st, 2020:

- a. To avoid termination of service, payment of 1/12th of the current and outstanding balance is due on or before the due date of the current bill.
- b. Each month following, the current amount due plus an additional 1/12th of the outstanding balance is due on or before the due date of the successive bill.
- c. At the discretion of the Utility Billing Supervisor, any late fees remaining on the account, but no more than twelve (12) months, may be waived if the customer pays the current and past due balance in full.
- d. Failure to pay as agreed will result in termination of service. If service is disconnected, payment of the amount required to bring the plan current (all past due current and payment balances) will be required for reinstatement of service.
- e. Only one payment plan will be allowed per calendar year per customer.

For utility accounts (commercial, residential, industrial and/or refuse only) a past due balance occurring after August 1st, 2020:

A degree of discretion and/or leniency may be exercised by Utility Billing personnel to help customers through a difficult time; however, discretion should not be frequently exercised with habitual customers and shall conform to the following guidelines.

- a. Any payment arrangement shall be structured so that the current balance does not increase over the beginning balance at the start of the plan (includes future bills).
- b. To avoid termination of service, immediate payment of the current balance plus at least 1/3rd of the outstanding balance is due on or before the due date of the bill.
- c. At the discretion of the Utility Billing Supervisor, late fees since the last zero balance, but no more than three (3) months, may be waived if the customer pays the current and past due balance in full.
- f. Failure to pay as agreed will result in termination of service. If service is disconnected, payment all past due balances will be required for reinstatement of service.
- d. Only one payment plan will be allowed per calendar year per customer.
- e. In no instance shall a payment plan extend longer than three (3) months

Applicant Information

I, the undersigned, do hereby acknowledge and agree to the terms and policies provided herein. I understand that the sum listed may represents charges for water, sewer, garbage, vector control and/or other charges normally charged to billing accounts and may include any special service charges or fees needed to maintain this account. I understand and further acknowledge that the City of Borger will disconnect services to this address, without notice, if this agreement is broken. I also understand that no more than one payment plan will be allowed per calendar year.

Applicant Signature:	Date:
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