

Budget Billing Policy

- Guthrie Center Municipal Utilities (GCMU) will set up new budget accounts each year in April with the first payment starting on June 20.
- Any current GCMU account may apply for budget billing. New accounts applying for budget billing with past due amounts must be paid in full by **May 20** before budget billing can begin.
- Budget figure amounts are calculated using actual usage averaged over the past twelve months for a location. Once a dollar amount has been determined, the same figure will be printed on each monthly bill.
- All budget accounts **must be paid by the 20th of the month.**
- Late payments on budget accounts will result in budget billing being discontinued.* **If a budget account has more than one late payment, budget billing will be discontinued and the customer will have to wait until the following spring to begin budget billing again.** *Options to eliminate late payments include AUTOMATIC payments that can be set up by the GCMU office with any bank. Automatic payments will be drafted on the 20th day of the month.
- If a budget or AMP account is taken off budget billing at any time and excess dollars have accrued, those funds will be held by GCMU to pay future bills.
- All budget accounts will be reviewed each year in April and adjustments made if needed. The goal with all budget accounts is to reach a near zero balance once a year in the spring.
- Reserve funds will be returned to the customer if a budget or AMP account is disconnected and a final bill is generated.

NOTE: GCMU reserves the right to review all accounts at any time throughout the year and has the ability to raise or lower the payment amount due if adjustments are needed.

I have read the budget billing policy and understand the terms stated by Guthrie Center Municipal Utility.

New Budget Customer Name Budget Account Number Budget Amount Date