

# City of Grayling

## Payment Arrangement Policy

Shall be allowed for residential and commercial accounts

Effective 4<sup>th</sup> quarter 2015, billing 1-15-2016

1. A completed application for a Payment Arrangement does not necessarily mean that it will be approved.
2. Application for Payment Arrangement must be filed with the City before the original billing due date. (Not the late notice due date)
3. An approved Payment Arrangement is only good for the billing quarter to which the payments apply. A new application must be submitted with each new bill.
4. A Payment Arrangement will be denied if the proposed arrangements are not sufficient to pay off the debt no later than the last business day of the month prior to the next billing cycle. (March 31<sup>st</sup>, June 30<sup>th</sup>, September 30<sup>th</sup> and December 31<sup>st</sup>)
5. A Payment Arrangement **will be denied** if a residential or commercial customer has had a failed payment arrangement in the past 12 months they are not eligible to be placed on a new payment arrangement.
6. A late fee of 10% (min. \$10.00) shall be applied to all payment arrangement at the time the payment arrangement is set up.
7. If a payment for a payment arrangement **is not paid by 4:30 pm** on the date the payment is due, **a non-payment fee of \$80.00 will be automatically applied and service will be discontinued and full payment will be required for continuation of service**
8. No Extensions shall be granted to an existing Payment Arrangement.

Approved 10-12-2015 Amended 1-9-17