



AVERAGE MONTHLY PAYMENT PLAN POLICY AND CONTRACT

1. To be accepted for the AMP, you must meet the following requirements:
 - a. A residential customer at the same address for the previous 12 months.
 - b. A satisfactory billing record (No more than 2 late payments in the previous 12 months.)
 - c. The account must be paid in full at the time the plan begins.
2. This agreement is extended with the understanding that all active and inactive accounts are to be kept in good standing on a current payment basis. If the account is not paid by the due date and becomes subject to collection procedures, the customer will be removed from the Average Monthly Payment program and the total account will be due. When your unbilled accounts receivable reaches an amount equal or more than 1 1/2 times the monthly average bill, the computed average will be increased accordingly to keep the balance in check.
3. If this agreement is canceled by the City of Edmond or if the customer withdraws from the plan, the customer will not be eligible to enter into another contract for average billing for one full calendar year.
4. If the account has a credit balance, this balance cannot be used for payment unless the customer withdraws from the plan.
5. Customers may apply for the average monthly payment plan during the months of September through March. I understand the above policy and requirements of the average monthly billing plan.

Please fill out and return to the Utility Customer Service Offices at 100 E. First or you can mail it to:

City of Edmond Utility Office
Attn: Average Billing Program
P.O. Box 2970
Edmond, OK 73083-2970

Print Customer Name _____

Customer Signature _____

Date _____ Account Number _____

Phone Number _____