

Hartford Utilities Budget Billing Program

Open Enrollment September 1st-15th

The budget billing program is a free service offered to all residential customers. The program is designed to help you avoid unpredictable utility bills and make balancing your budget easier.

Your monthly budget amount is based on the average of your actual bill charges during the previous 12 months. Any expected increase in the cost of electric and/or water are also calculated into the monthly payment when you enroll in the program. We will continue to read your meter every month and your utility bill will show how much energy you used, the actual bill amount, and the balance on your account. Please continue to review your bill monthly for bill messages that will provide additional important notifications in regards to the Budget Billing Program.

How does Budget Billing work?

The monthly payment amount is based upon your utility account's average energy cost per month over the past 12 months. This amount will be reviewed every 6 months and adjusted if the recalculated amount changes by 10 percent or more. Any settlement balance will be included in the average of your next 6 months' budget bill amount. If you decide to stop Budget Billing, any credit or balance due will be applied to the next month's bill.

To Qualify for Budget Billing, a customer must:

- Have 12 consecutive months of service at their current location.
- Have no existing account balance due, other than a credit balance.
- Not be in suspension from the Budget Billing Program.
- Enroll in the City of Hartford's Automatic Payment Plan. The budget amount is withdrawn electronically from the customer's checking or savings account monthly on the 20th. There is no fee for this service.
- Sign and return this Enrollment Form along with the following Automatic Payment Plan Form between the dates of September 1st and September 15th. Both forms must be completed.

If already enrolled in Automatic Payment, please indicate this on the form, sign and return.

If you would like more information, please call our office at 262-673-8212.

The unwavering open enrollment period is September 1st -15th annually. Your first automatic withdrawal will take place on September 20th. The first adjusted budget billing will start with your bill due October 20th.

Signature: _____ Date: _____

Phone Number: _____

Utility Account Number: _____



CITY OF HARTFORD UTILITIES

109 NORTH MAIN STREET

HARTFORD, WI 53027

PHONE 673-8212

AUTOMATIC PAYMENT PLAN AGREEMENT FORM

Already enrolled in Automatic Payment plan and no changes are necessary

Name: _____

Utility Account Number: _____

Service Address: _____

Telephone Number: _____

Name of Financial Institution: _____

Type of Account (check one): _____ Checking _____ Savings

Bank Routing Number: _____

Bank Account Number: _____

Note: If the transaction will be from a checking account, you must attach a voided check to ensure accurate processing.

Based on the above, I hereby authorize Hartford Utilities and the financial institution named above to initiate entries to my checking/savings account for payment of my monthly utility bills. This authorization will remain in effect until I terminate it, allowing reasonable time for Hartford Utilities and my bank to act. I have the right to stop payment on an individual entry or to have entries corrected by timely notification to my financial institution. Hartford Utilities also has the right to cancel this agreement for insufficient payments to my account.

Signature: _____ Date: _____