



City of Kingman Utility Emergency Payment Plan

In order to assist customers impacted by the COVID-19 pandemic, the City is offering all residential and commercial customers an emergency payment plan (EPP). The EPP will work as follows:

1. Interested customers must complete this form and return it to City Hall to enroll in the EPP. If a customer has more than one account, an application must be completed for each separate account.
2. Applications for the EPP will be accepted from May 18, 2020, to May 29, 2020.
3. The customer's balance due as of the date of application will be divided into seven (7) equal amounts to determine the EPP payment. The EPP payments will start in June, 2020, and end in December, 2020. To get your accurate past due amount, please contact City Hall at (620) 532-3111.
4. The EPP payment will be due each month along with the customer's regular monthly bill.
5. As part of the EPP, customers must pay their regular monthly bill by the 10th day of the month to remain eligible for the EPP. The extra EPP payment will be due by the 25th day of the month. Should one of these days fall on a holiday or weekend, the due date will be the next business day.
6. If a customer does not pay on time or misses any payment, this EPP Agreement will be terminated and the account will be subject to disconnect under normal procedures. If disconnected, all past due amounts and fees must be paid to reconnect services.

Customer Name: _____ Phone Number: _____

Customer Mailing Address: _____

Account Number: _____ Balance Owed on Application Date: \$ _____

EPP Monthly Payment Amount (*Amount owed divided by 7*): \$ _____

Customer Certification: I fully understand the requirements of the EPP for my utility services with the City of Kingman. I also acknowledge that I must pay my regular monthly utility bill by the 10th day of the month and my EPP payment by the 25th day of the month. I understand that if I fail to meet these payment deadlines that this Agreement will be terminated and my account subject to disconnection under the City's normal policies.

Customer Signature

Date

For the City of Kingman:

City Manager

Date

Return applications by May 29, 2020, to the City Hall drop box, by fax at (620) 532-2147, or by email at waltner@cityofkingman.com.