



# UTILITY INSTALLMENT PAYMENT PLAN APPLICATION

100 3<sup>rd</sup> Avenue Southeast  
 Pacific, WA 98047  
 Phone: (253)929-1100  
 Fax: (253)939-6026  
 Email: billing@ci.pacific.wa.us

<b>Applicant Name:</b>	<b>Owner/Tenant:</b>
<b>Service Address:</b>	<b>Account #:</b>

<b>Owner Name, if different than the applicant:</b>		
<b>Owner Mailing Address, if different than service address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Owner Email Address:</b>	<b>Home Phone #:</b>	<b>Cell Phone #:</b>

<b>IF TENANT IS APPLICANT</b>	<b>Tenant Mailing Address, if different than service address:</b>		
	<b>City:</b>	<b>State:</b>	<b>Zip:</b>
	<b>Tenant Email Address:</b>	<b>Home Phone #:</b>	<b>Cell Phone #:</b>

<b>PAYMENT MONTH:</b>	<b>PAYMENT DATE:</b>	<b>PAYMENT AMOUNT</b>	<b>PAID:</b>
	25 <sup>th</sup>	\$ <i>+ current monthly bill</i>	
	25 <sup>th</sup>	\$ <i>+ current monthly bill</i>	
	25 <sup>th</sup>	\$ <i>+ current monthly bill</i>	

Payments are due by the 25<sup>th</sup> of each month. A separate bill will not be generated for this special payment plan. Payments are in addition to the regularly accrued charges for the account. Late penalties will be applied if payments are not made according to the agreement. This agreement is not valid until signed by an authorized city representative.

*I agree to remit payments to the city for the past due utility fees according to the schedule above. I understand, as applicant, that should I default on the payment plan as agreed, the City of Pacific will discontinue utility service in accordance with applicable law and legal requirements. Service will not be restored until the balance is paid in full, including all past due and current balances as well as a reconnection fee of \$40.00.*

<b>Owner Signature, required:</b>	<b>Date:</b>
-----------------------------------	--------------

<b>Tenant Signature, if applicant:</b>	<b>Date:</b>
--	--------------

**Confidentiality Notice:** This document and any accompanying documents contain information belonging to the City of Pacific which may be confidential and legally privileged. This information is only for the use of the individual or entity to which it was intended. If you are not the intended recipient, any disclosure, copying, distribution, or action taken in reliance on the content of the information contained in this document and any accompanying document is strictly prohibited. If you have received this in error, please contact us immediately.

<b>For Office Use Only</b>			
<b>Utility Account Number:</b> _____	<b>Processed by:</b> _____	<b>Date:</b> _____	
<b>Account Type:</b>	<input type="checkbox"/> <b>Single Family</b>	<input type="checkbox"/> <b>Multi- Family</b>	<input type="checkbox"/> <b>Commercial</b>