



1579 Virginia Ranch Rd  
 Gardnerville, NV 89410  
 Phone: 775.782.2339  
 Fax: 775.782.2491  
 www.gardnervillewater.org  
 water@gardnervillewater.org

## EQUAL PAYMENT PLAN AUTHORIZATION

*(To find out the amount of your Equal Payment please contact GWC at (775) 782-2339)*

**SERVICE ADDRESS:** \_\_\_\_\_ **ACCOUNT NUMBER:** \_\_\_\_\_

**Status of Customer:**     Must be Residential Property Owner

**CUSTOMER INFORMATION:**

Customer Name: \_\_\_\_\_  
 Mailing Address (if different): \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

**POLICY –PG. 10-11 FROM RULES AND REGULATIONS: Equal Payment Plan:**

- Upon a Customer having received metered service at the Premises for a period of one year or more, the Customer may elect to be billed in equal amounts as provided for herein.
- The Equal Payment Plan is available only to residential property owners who directly pay the Utility for water service. Commercial customers and persons renting, or leasing properties are not eligible for this payment option.
- To determine the amount of the Customer’s obligation, the Utility will multiply the amount of all water used at the Premises during the preceding twelve (12) months by the applicable rate for the next year. That product will be divided by six (6), the quotient of which will be the amount billed for each of the six (6) succeeding billing periods.
- The Customer must complete an authorization form allowing the account to be placed on the Equal Payment Plan.
- A Customer may return to the regular billing method only upon bringing the account current based on actual water used through the date of change.
- A Customer may be removed from the Equal Payment Plan should the Customer fail to make two consecutive timely payments.
- At the end of each twelve (12) month period, any credits or debits to the Customer’s account will be reconciled and satisfied, and the average fee for the next twelve (12) months will be determined as set forth above and applied to the account.
- The Equal Payment amount will be adjusted every December to average actual use during the year.
- If the rate applicable to the account is changed during the year, the new rate will be applied and billed accordingly.
- When a Customer incurs other charges in addition to their usage charge, such as returned payment charges under Section VI.F., or meter testing or service restoration charges, said charges shall become immediately due and payable in full, and shall not be made part of or subject to the Equal Payment Plan arrangement.

***By signing this form, you have read and understand the Policy from our Rules and Regulations.***

*Yes, my account is current; I am the residential property owner, please enroll me in the GWC’s Equal Payment Plan. Beginning with my next month’s bill and continuing each month I will pay the Equal Payment amount as calculated by GWC. I understand that I may be removed from this plan if I fail to make two consecutive timely payments. I also understand that if I wish to terminate this plan, that I must contact the GWC at least seven (7) days before the next billing.*

**Customer’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>FOR GWC USE ONLY:</b>		
Letter Sent: _____	Date Posted: _____	Staff: _____