

# PAYMENT PLAN ARRANGEMENT



City of Bothell™

Account-Customer ID:		
Service Address:		
Bill Payer Name (First, Last):	Daytime Phone #:	Email Address:
Owner Name (First, Last):	Daytime Phone #:	Email Address:
Past Due Balance Amount: \$	Payment Amount: \$	Frequency (check one): <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly

Late charges will continue to be assessed on any Past Due Balance. It is your responsibility to make payments on a timely manner based on this arrangement, NO additional statements or notifications outside of the regular bi-monthly billing cycle will be sent.

If you are a renter, please notify the owner of your property that you are applying for a payment plan arrangement with the City of Bothell regarding your utility bill at this time.

I, \_\_\_\_\_ **(print name)** certify under penalty of perjury that all statements on this form are true and accurate to the best of my knowledge. I understand that this arrangement may be revoked if I fail to notify the City of changes to my financial situation or living arrangements, if I have provided false information or fail to meet payment arrangement terms. This could result in associated fees being assessed, termination of utility services and/or further collection actions which may include a lien placed on the property.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

CITY USE ONLY	
Date Received:	Received By:
Approved By:	Date: