



APPLICATION FOR BUDGET/LEVEL BILLING
ELECTRIC, WATER, AND SEWER

Date: _____ Date approved/rejected (City use): _____

Account: _____

Name: _____ Phone: _____

Company Name (if applicable): _____

Address: _____ E-mail: _____

**MONITOR YOUR UTILITY ACCOUNT ONLINE AT [HTTPS://UBI.GWORKS.COM/JACKSONMO](https://ubi.gworks.com/jacksonmo).
FOR HELP SETTING UP ACCESS, EMAIL US AT [UTILITIES@JACKSONMO.ORG](mailto:utilities@jacksonmo.org).**

Beginning Monthly Budget Amt: _____ (This is calculated by City.)

If approved, budget billing will not take effect until the next billing cycle. The utility bill will be marked *Budget Bill* and serve as notification to the customer that budget/level billing has been approved. If denied, you will be notified by City personnel.

I, _____, wish to apply for budget/level billing for the above address. I have read the provisions and regulations, as listed below, by which the budget/level billing is implemented and agree to abide by the provisions. I understand that the amount due on the service charges are recalculated monthly, based on running balance or credit and the average of the most recent twelve months' actual service consumption. I understand that budget/level billing is a voluntary program and may be terminated by the customer or the City by written notice prior to the next billing cycle. Once terminated, budget/level billing participation can not be reinstated for a period of at least 12 months.

- Program is available only to residential or small commercial users.
- Applicant must reside or conduct business on metered premises and have held utility account for those premises in his/her name for twelve full, consecutive months.
- The account holder must not have been delinquent on ANY City utility bill account during the preceding 12 months.
- Budgeted monthly amount must not be greater than \$ 1000.00.
- **Due to utility software restrictions, budget/level customers are strongly encouraged to sign up for automatic withdrawal of their monthly payment from their bank account. If this convenience is declined, budget/level customers should pay the exact amount due at the appropriate time to help maintain an accurate balance on their account. Underpayment will result in termination of applicant's right to participate in this program. In the event that overpayment is made, any funds exceeding the current budgeted amount due will be applied to the running balance on the account, NOT on the next month's budget amount.**

Applicant's Signature _____

Date _____