



BUDGET BILLING ENROLLMENT FORM

- The customer's gas account must have been active for at least twelve (12) consecutive months at the same location before the Budget Billing Plan year begins and have no past due balance.
- The Budget Billing Plan permits the customer to pay a set monthly amount for gas service. This amount (which is referred to as the Level Charge amount) is based on the customer's average gas usage for the past twelve (12) months.
- The Budget Billing Plan year runs from April through the following March. The customer's gas meter will continue to be read each month and the actual charges are shown on the monthly gas bill. After the Level Charge amount has been billed for the month of March, the customer's account is reconciled for the year. At this time if the customer has paid more than what has actually been used, a credit for the difference will appear on the following month's gas bill and will be applied toward future gas billings or any credit balance is refundable at the customer's request. However, if after reconciliation the customer has actually used more than what has been paid, the difference will be billed the following month. This will be in addition to the Level Charge amount calculated for the next Budget Billing Plan year. Each year's Level Charge amount is based on the customer's gas usage during the past year plus a percentage. The customer's Budget Billing status is renewed annually if the account is in good standing. If at any time or at the time of reconciliation the customer's account becomes delinquent, it is subject to be removed from the Budget Billing Plan.
- The customer may request to be removed from the Budget Billing Plan at any time. The customer's Budget Billing account would then be reconciled immediately. Any credit due or remaining balance owed would be posted directly to the customer's active account.
- A Budget Billing account is not transferable. Upon termination of service, the Budget Billing account is reconciled. If the customer has paid more than what has been used, a refund check is issued and the account closed. If the customer has used more than what has been paid, the account is closed and a final bill processed which is due upon receipt.
- A Budget Billing account is subject to the normal collection procedures of Upper Cumberland Gas Utility District if the customer fails to make timely payments and falls past due. In this case, the customer's gas service would be disconnected for non-payment. The Budget Billing account would be reconciled, closed and must be paid in full in order to have gas service reinstated. A reconnection fee and deposit may be required to have gas service restored. Accordingly, the customer would no longer be eligible for the Budget Billing Plan until another twelve (12) months of usage has been recorded and the account kept current during this time period.

I have read and understand the above guidelines of the Budget Billing Plan. Please enroll my gas account in this program.

Account #: _____

Name: _____

Signature: _____

You may mail, email, fax or drop off this form at our office.

Mailing Address: **P.O. Box 807**
Crossville, TN 38557

Fax: **931-456-7057**
Email: pipeline@ucgas.org

OFFICE USE ONLY

Level Charge Amount: _____

Start Date: _____