

DEFERRED COVID-19 PAYMENT PLAN ARRANGEMENT



The Governor has issued Proclamation 20-23 pertaining to Utility Ratepayer Assistance and Preservation of Essential Services. The City of Bothell is committed to keeping our customers connected to essential services during the COVID-19 pandemic emergency.

The City of Bothell's suspension of late fees and service terminations has been extended until such time the Governor's order or extensions thereto end. This proclamation does not relieve customers from the obligation to pay for utility services.

Utility charges are not being discounted or waived. Deferral of your utility bill allows the customer to delay payment of current charges.

Please pay what you can to avoid a large balance once the Governor's Stay at Home Executive Order is rescinded and your next bill arrives.

If you are a renter, please notify the owner of your property that you are deferring payment of your utility bill at this time.

Account-Customer ID:		
Service Address:		
Bill Payer Name (First, Last):	Daytime Phone #:	Email Address:
Owner Name (First, Last):	Daytime Phone #:	Email Address:
Please select the payment option you are requesting:		
Payment Option (check one)	Past Due Amount	Maximum Payment Terms (Months or Billing Periods)
<input type="checkbox"/>	\$500 or less	4 Months or 2 Billing Periods
<input type="checkbox"/>	\$501 to \$1,000	8 Months or 4 Billing Periods
<input type="checkbox"/>	\$1,001 to \$1,500	12 Months or 6 Billing Periods
<input type="checkbox"/>	\$1,501 to \$2,000	16 Months or 8 Billing Periods
<input type="checkbox"/>	Greater than \$2,000	20 Months or 10 Billing Periods
Minimum Payment Request: \$	Frequency (check one): <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly	

See reverse or next page.

I have been unable to pay the past due balance on my account because of the financial hardship resulting from the COVID-19 Pandemic. Therefore, I am formally requesting that I be considered for inclusion in the City of Bothell's Deferred COVID-19 Payment Plan Arrangement.

I am aware that I may be required to provide financial information and other documentation to establish eligibility. I also agree that the City of Bothell may contact me at the phone number, email or address provided.

I acknowledge that all outstanding fees and charges, prior to March 16, 2020, are to be paid in full and will be included as past-due balances applied to the Deferred COVID-19 Payment Plan Arrangement. Furthermore, I understand that no late charges shall be incurred from March 16, 2020 until such time as the Governor of Washington State removes the order, or until such time as my approved Payment Plan Arrangement expires, provided payments remain in good standing.

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: