



CITY OF ELY

501 Mill Street Ely, Nevada 89301
City Hall (775) 289-2430 - Fax (775) 289-1463

REQUEST FOR PAYMENT ON DELINQUENT ACCOUNTS

The City of Ely only makes payment arrangements with the legal owner of the service address.

I, _____, hereby make a request for an extension of time by the Ely City Clerk or Treasurer on (date) _____ for the overdue amount at service address: _____ account #: _____.

I understand that if I do not follow the payment plan as specified in this document that any or all of the following may occur; my water service may be disconnected, a lien may be placed on my property, and/or the account may be sent to an outside Collection Agency. I further understand that an administrative fee of \$60.00 will be charged to the account should it become necessary to resort to the measures indicated above. In addition, interest will be charged at the rate of one and a half percent (1.5%) per month to the total delinquent bill and all legal fees (if any) will be attached to the bill and must be paid before the account will be reopened.

SIGNATURE: _____

DATE: _____

FOR OFFICE USE ONLY

UTILITIES DEPARTMENT CLERK:

Account Number: _____

Property Owner's Name: _____

PAYMENT PLAN: Payments may be made for no more than 60 days to bring the account to a \$0 balance. ALL future bills must be paid on time. This will be the only payment plan available for the next 12 months.

Date: _____

Total amount owed on account: _____

Amount agreeing to pay today: _____

Owner's phone number: _____

Date of Payment:	Amount to Pay Towards Past Due:	Amount to Keep Account Current:	Total Payment:	Balance after payment:
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Signature of Utilities Clerk

Date

Signature of City Clerk/Treasurer

Date