



## **EQUAL PAYMENT PLAN CUSTOMER INFORMATION SHEET**

A customer may elect to pay his or her bill on the "Equal Payment Plan", hereafter known as the "**Plan**". By doing so they agree to the following conditions:

1. A customer may request participation anytime, by telephone, mail or in person at a Company business office.
2. Only residential customers may elect to participate in the Company's "Equal Payment Plan" for payment of charges for gas service. The "Plan Year" shall be the twelve (12) months ending each year with the customer's July bill. The "Plan" payment shall be determined as follows:
  - (a) For customer electing to commence with the August bill, the monthly payment shall be 1/11<sup>th</sup> of the estimated charges for the customer's "Plan" year.
  - (b) For customers electing to commence with the September or later bill, the monthly payment shall be 1/10, 1/9<sup>th</sup>, 1/8<sup>th</sup>, declining successively each month, as applicable, of the estimated charges for gas service for the remaining number of months of the "Plan" year. Succeeding years shall be computed on the annual basis in (a) above.
3. The estimated charges for gas service for the "Plan" year, or remainder of the "Plan" year, shall be based upon the most recent available prior twelve (12) month period at the same service location; or if there is not at least 12 months prior service at the same service location, then the charges shall be based upon consumption or similar residential units in the same area. The estimated charges for service shall be adjusted to current rates and for other known changes.
4. The Company reserves the right to adjust the remaining monthly "Plan" payments on any customer at any time for changes in conditions or rates.
5. Each customer in the "Plan" will receive a regular monthly gas bill, which will reflect actual consumption and charges for that billing month, and the amount of any debit or credit balance before the payment of that month's "Plan" payment. The customer shall continue to pay the monthly "Plan" payment amount each month for gas service, notwithstanding the current gas service charge shown on the bill.
6. Any other charges incurred by the customer shall be paid monthly when due in addition to the monthly "Plan" amount.
7. The July gas bill for each customer in the "Plan" shall be handled as follows:
  - (a) Any amount due the Company, up to the monthly "Plan" payment shall be paid in full by the due date shown on the bill.
  - (b) If the balance due the Company, exceeds the monthly "Plan" payment, a payment equal to the monthly amount will be paid and the excess shall be utilized in computing the next "Plan" year's monthly "Plan" payment.
  - (c) Any balance due the customer shall also be utilized in computing the next "Plan" year monthly "Plan" payments.
8. Interest will not be charged the customer on accrued debit balances nor paid by the Company on accrued credit balances.
9. Any amount due the customer or due the Company will be settled and paid at the time a customer, for any reason, ceases to be a participant in the "Plan".
10. Any customer's participation in the "Plan" may be discontinued by the Company, if the monthly "Plan" payment has not been paid on or before the due date of the next monthly "Plan" payment.
11. If any customer in the "Plan" shall cease, for any reason, to participate in the "Plan", then the Company may refuse that customer's re-entry in the "Plan" until the next following August.