



MOUNTAIN LAKE MUNICIPAL UTILITIES
P.O. BOX C, 930 THIRD AVE., MOUNTAIN LAKE, MN 56159
(507) 427- 2999 EXT. 6, FAX (507) 427-3327

**REQUEST FOR INSTALLMENT PAYMENT OF
DELINQUENT UTILITY FEES**

Customer Name: _____ Address: _____

Phone: _____ Alternate Phone: _____

Account #: _____ Email: _____

Total Bill: \$ _____

Paid Today: \$ _____

Remaining: \$ _____

When will remaining bill be paid? Date(s) required.

I, _____, agree to pay to Mountain Lake Municipal Utilities, the sum of \$ _____ (total remaining bill) for unpaid utility services in addition to new monthly bills. This amount shall be paid on the date(s) as stated above, until the full amount of the balance is paid in full. In the event of non-payment, utility services will be discontinued, and I will be responsible to pay all fees and costs of collection of the unpaid balance, as well as a **\$25.00** processing delinquent notice fee, a **\$25.00** disconnect fee, and a **\$25.00** re-connect fee.

TERMS AND CONDITIONS:

1. **Installment Plan arrangements must be made with the Mountain Lake Municipal Utilities Office Manager (507-427-2999 ext. 6). Any payment not received by the date(s) indicated will be cause for utility service to be shut off the next business day.**
2. Customers must pay by cash, check, online, or money order.
3. Checks returned uncollectible will result in immediate shut-off.
4. Customer is responsible for timely payments; no notices will be sent.
5. The agreement **MUST** be signed by the customer and approved by a MLMU staff member to take effect.

This document is a legally binding agreement. I understand and agree to comply with the conditions of this installment contract.

Customer Signature

Mountain Lake Municipal Utilities Authorized Signature

Date: _____

Date Approved: _____