Village Collector
1001 Mansur Avenue
Carbon Cliff, Illinois 61239
www.Carbon-Cliff.com *(Pay Online)*
VCCUtilities@gmail.com
(309) 792-8235

CASH / CHECK / MONEY ORDER / ACH / CREDIT & DEBIT CARDS

PAYMENT AGREEMENT FORM

A payment agreement is a written contract between the property owner and the Village of Carbon Cliff to defer a current or outstanding Water, Sewer, Garbage & Recycling Bill. The following criteria must be met:

- A payment agreement shall contain the following information: property owners name, service address, billing address, phone number, account number, date of payment(s), and amount of payment(s).
- Only the property owner can request and sign a payment agreement.
- Thirty percent (30%) of the current balance shall be paid at the time a payment agreement has been signed.
- A payment agreement shall not extend more than 40 days past the original due date of the bill.
- Payments made online must be processed before 11:59 p.m. on the agreed upon date to be considered on-time.
- A missed payment shall void the remainder of the payment agreement, the balance, including any additional late fees, shall become due immediately, and a shut-off notice shall be issued in accordance with Title V, Article1, Section 6.2 of the Village Code.
- An account shall become ineligible if two defaulted payment agreements occur within a one-year period. Account will become eligible after a period of one year from the date of last defaulted agreement.
- If water has been shut off due to non-payment of services, a payment agreement is no longer eligible for that billing cycle. Payment, including all fees for services, late fees, and on / off service charges are due in full, with certified funds, before water is turned back on.

I agree to the above listed criteria ❑

_____

NAME OF PROPERTY OWNER   ACCOUNT #

_____

SERVICE ADDRESS

_____

BILLING ADDRESS (IF DIFFERENT FROM SERVICE ADDRESS)

_____

PHONE (HOME / CELL / OTHER)

$ _____

TOTAL AMOUNT DUE

	PAYMENT DATE	**PAYMENT AMOUNT**	**OFFICE USE ONLY**		
			PAID	**AMOUNT PAID**	**PAYMENT TYPE**
1.	_____/_____/_____	$_____	❑	$_____	_____
2.	_____/_____/_____	$_____	❑	$_____	_____
3.	_____/_____/_____	$_____	❑	$_____	_____
4.	_____/_____/_____	$_____	❑	$_____	_____
5.	_____/_____/_____	$_____	❑	$_____	_____
6.	_____/_____/_____	$_____	❑	$_____	_____
7.	_____/_____/_____	$_____	❑	$_____	_____

_____

SIGNATURE OF PROPERTY OWNER   DATE