

CITY OF BRAWLEY UTILITY DEPARTMENT 400 MAIN STREET BRAWLEY CA 92227 (760) 344-1550

## Important information regarding your Utility Bill:

The code of the City of Brawley requires payment monthly:

- 1. Charges for services are due the last working day of the month billed.
- 2. If this bill is not paid by the 15<sup>th</sup> day of the following month billed, a 10% basic penalty will be added to the bill.
- 3. If this bill is delinquent after the 22<sup>nd</sup>, water services will be subject to shut-off without notice. A deposit or a \$25.00 reconnection fee will be required to re-establish service.
- 4. If any past due balance including the basic penalty continues to be delinquent an additional .5% penalty will be added monthly.
- 5. All charges including penalties and deposit must be paid before reconnection.
- 6. To avoid penalties or disconnection, all bills must be paid in full.
- 7. A formal request in writing with a signature made to the Utility Department is required to discontinue water service (otherwise billing will continue).
- 8. A fee of \$30.00 will be charged for each check returned for any reason.

## Office hours are Monday thru Friday 8:00 am to 5:00 pm. Closed for lunch 12:00 pm to 1:00 pm.

For your convenience, a drop box is available. Payment deposited after hours will post the following business day. Checks only – make checks payable to the "City of Brawley".

<u>Online Bill Pay</u> – Pay your bill (\$1.25 transaction fee), manage multiple accounts; view account information, transaction history, consumption history. Go to www.brawley-ca.gov

*Electronic withdrawal* - \$1.00 discount is applied to the account. A blank voided check will be required. Sign up at the Utility Department. Payment will be deducted on the 15th day of the month.

*Mail payments to:* City of Brawley, Utility Department, 400 Main Street, Brawley, CA 92227.

For Emergency water services after business hours call the Police Department at 760-344-2111.

## **NOTICE OF CANCELLATION:**

I,	of		request that the water services
(Owner/tenant)		(Account address)	
be discontinued as of _			
	(Date)	Signed	
Ending Reading		Date	
Forwarding Address			