

2026 BUDGET BILLING PROGRAM RENEWAL / OPEN ENROLLMENT



The City of Sugar Hill offers an innovative program that allows you to have a level amount in your monthly gas utility bill. By averaging your bill and flattening out the peaks, as well as the valleys, you are able to achieve a consistent bill for your gas utility services. This convenient program lets you pay the same amount each month. You can pair the Budget Billing program with an automated payment option - Automatic Payment Service (APS) - and reduce your monthly bill paying to a simple, single entry into your checkbook. An Automatic Payments Enrollment Form can be picked up at City Hall or downloaded from the City's website, www.cityofsugarhill.com. We will continue to read your meters as usual, and you will receive information on your actual usage so you will know how much gas you are using.

HERE'S HOW THE BUDGET BILLING PROGRAM WORKS

1. Multiply total consumption for the twelve previous months, times the estimated cost of natural gas + monthly Service Fee + Taxes = Estimated total annual cost of gas/service.
2. Estimated total cost divided by 12 = monthly invoice amount.

RESIDENTIAL EXAMPLE OF THE PROGRAM: ANNUAL BILL = \$1195.68 DIVIDED BY 12 MONTHS = \$99.64 MONTHLY



COMMERCIAL EXAMPLE OF THE PROGRAM: ANNUAL BILL = \$1424.64 DIVIDED BY 12 MONTHS = \$118.72 MONTHLY



RENEWAL OF THE BUDGET BILLING PLAN IS NOT AN AUTOMATIC PROCESS. EACH CUSTOMER MUST FILL OUT AND SIGN A NEW AGREEMENT FOR EACH YEAR. ALL BUDGET BILLING APPLICATIONS MUST BE FILLED OUT AND TURNED IN TO SUGAR HILL CITY HALL NO LATER THAN **JUNE 10TH, 2026. THE NEXT OPPORTUNITY TO PARTICIPATE IN THE BUDGET BILLING PROGRAM WILL BE **APRIL - MAY 2027**.**

CURRENT BUDGET BILLING CUSTOMERS:

Settle-up processing will be performed in **June 2026**. At this time, we will review your account to determine the difference between your actual consumption and your budget-billed consumption. The amount due on the account (credit or debit) will be applied to the account at that time. Per your original agreement, if it is determined that there is a settlement balance due, it will be billed to your account and will be due in June 2026.

If you are interested in this program, please call City Hall at 770-945-6716 to see if the plan will work for you. Our Customer Service Representatives can calculate your Budget Billing Plan payment for you before you decide to sign up for this service. To ensure faster service, please have your account number ready when you call.



THE AGREEMENT MAY BE MAILED, DROPPED IN NIGHT DROP, FAXED, E-MAILED, OR DELIVERED TO CITY HALL. PLEASE CALL TO CONFIRM RECEIPT IF THIS FORM HAS BEEN MAILED, E-MAILED, OR FAXED.



2026 BUDGET BILLING PROGRAM ANNUAL AGREEMENT

CUSTOMER NAME: _____

SERVICE ADDRESS: _____

ACCOUNT NUMBER: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

REQUIREMENTS/AGREEMENT

- 12-month customer usage history.
- Good payment record (No more than (1) check returned for NSF and no disconnects for late or non-payment).
- Customers will make monthly payments on time.
- Late penalties will be added to the normal monthly budget invoice and due immediately.
- Customer subject to losing budget billing privilege and to service termination when:
 1. Non-payment of monthly invoice within 30 days of due date.
 2. Non-payment of monthly payment plus penalties within 30 days.
 3. Payment history shows two late payment penalties in a 12-month period.
 4. At the determination of the city for any other failures to keep account current.
- In June 2026 the account will be reconciled. Settlement balances will be billed or credited to your account and applied to your next utility bill. Interest will not be accrued.

CURRENT BUDGET BILLING CUSTOMERS:

- Settle-up processing will be performed in **June 2026**. At this time, we will review your account to determine the difference between your actual consumption and your budget-billed consumption. The amount due on the account (credit or debit) will be applied to the account at that time. Per your original agreement, if it is determined that there is a settlement balance due, it will be billed to your account and will be due by June 2026.

RENEWAL OF THE BUDGET BILLING PLAN IS NOT AN AUTOMATIC PROCESS. EACH CUSTOMER MUST FILL OUT AND SIGN A NEW AGREEMENT FOR EACH YEAR. ALL BUDGET BILLING APPLICATIONS MUST BE FILLED OUT AND TURNED IN NO LATER THAN **JUNE 10TH, 2026. THE NEXT OPPORTUNITY TO PARTICIPATE IN THE BUDGET BILLING PROGRAM WILL BE **APRIL - MAY 2027**.**

MY SIGNATURE BELOW AUTHORIZES THE CITY OF SUGAR HILL TO CHANGE MY ACCOUNT TO THE BUDGET BILLING SERVICE AND ACKNOWLEDGES THAT I HAVE READ AND AGREE TO THE TERMS OF THE SERVICE LISTED ABOVE.

Customer Signature

Date

Please Call for Budget Bill Monthly Amount

CITY OF SUGAR HILL | 5039 WEST BROAD STREET | SUGAR HILL, GA | 30518

PHONE: 770-945-6716 | FAX: 770-945-0281 | WWW.CITYOFSUGARHILL.COM | BB@CITYOFSUGARHILL.COM



THE AGREEMENT MAY BE MAILED, DROPPED IN THE YELLOW DROP BOX, FAXED, OR E-MAILED.
PLEASE CALL TO CONFIRM RECEIPT IF THIS FORM HAS BEEN MAILED, E-MAILED, OR FAXED.