

## THE BILLING CYCLE AND ACCOUNT COLLECTION PROCEDURES

EVENT	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Billing Cycle	1	2	3	4
Date Meters Read	March 20 - April 3	June 20 - July 3	Sept 20 - Oct 3	Dec 20 - Jan 3
Months in Billing Cycle	JAN - FEB - MAR	APR - MAY - JUNE	JULY - AUG - SEPT	OCT - NOV - DEC
Cut off Date for Bill Print	April 8	July 8	October 8	January 8
Date Bill is Mailed	April 10	July 10	October 10	January 10
<b>Due Date</b>	<b>May 15</b>	<b>August 15</b>	<b>November 15</b>	<b>February 15</b>
<b>10% Penalty Posted</b>	<b>May 16</b>	<b>August 16</b>	<b>November 16</b>	<b>February 16</b>
<b>Late Notice Mailed</b>	<b>May 17</b>	<b>August 17</b>	<b>November 17</b>	<b>February 17</b>
<b>Date Late Notice Payments Due</b>	<b>June 15</b>	<b>September 15</b>	<b>December 15</b>	<b>March 15</b>
<b>Arrears Collection Begins</b>	<b>June 16</b>	<b>September 16</b>	<b>December 16</b>	<b>March 16</b>
<b>Shut Off Notices Mailed &amp; Posted</b>	<b>August 15</b>	<b>November 15</b>	<b>February 15</b>	<b>May 15</b>
<b>Shut Off for Non-Payment</b>	<b>August 30</b>	<b>November 30</b>	<b>March 2</b>	<b>May 30</b>

THE TOWNSHIP MAKES EVERY EFFORT TO ENSURE A PROMPT QUARTERLY MAILING OF YOUR SEWER BILL. IF YOU DO NOT RECEIVE YOUR BILL BY THE END OF THE MONTH IN APRIL , JULY, OCTOBER OR JANUARY, PLEASE CALL OUR OFFICE AT 610-678-3393 TO OBTAIN A COPY. FAILURE TO RECEIVE YOUR BILL DOES NOT EXTEND YOUR PAYMENT PERIOD.