

Your Summary Billing Page -

We are pleased to introduce a new, redesigned utility bill!

1. Important Contact Information

The Finance Department phone number for the City of Poulsbo utilities is conveniently listed here for easy reference.

2. Account Summary Section

This is a snapshot of your utility account activity. You will see the Due Date, Account Number, Bill Date, Amount Due and Service Location here.

3. <u>Current Bill Detail</u>

Your most recent usage and bill breakdown is found in this section, which includes the Meter Information, Usage and the billing breakdown for your Service(s).

4. Account Activity

This is your current utility account activity. It includes the Current Charges, Previous Balance, Payments Received, Penalties and Adjustments and either Credit Amount Forwarded or Past Due Charges for the month.

5. <u>Water Usage Graphs</u>

Easy to read graphs illustrate your usage for a 12month period. The first bar on the left shows your monthly usage a year ago, the last bar on the right shows your usage for the current month. Consumption is in hundred cubic feet.

6. Automatic Bank Draft

A message line will appear for Automatic Bank Draft Program participants who are currently enrolled.

7. <u>Message Section</u>

Look here for periodic news and updates for the City of Poulsbo!

8. Your Payment Stub

Your return payment stub ensures fast and efficient processing and fits nicely into the return envelope provided. The stub shows the Due Date, the Amount Due, the service location, your Account Number and a place for you to depict the Enclosed Amount. Also on the back is a "Contact Us" form that can be used to update information as well as notify us that you would like to be contacted in order to make changes on your account.