



UTILITY CUSTOMER PAYMENT PLAN REQUEST FORM

Submission of this request form does not create a Payment Plan. If your request is approved, a Payment Plan will be provided to you.

Accountholder Name(s): _____

Account #: _____

Customer ID #: _____

Service Address: _____

Balance Owed on Last Bill: _____

Are you an Owner or Renter? If you are a renter, please provide a copy of your executed lease showing the end date.

The following Payment Plan terms are permitted:

For OWNER Accounts: 9 Months
Your overdue balance will be divided over 9 payments.

OR For RENTER Accounts: 6 Months
Your overdue balance will be divided over the remainder of your lease or 6 payments, whichever period is shorter.

A down payment of 25% of the overdue balance on the account is required before your Payment Plan can be established.

Payment Plans require payment of the agreed monthly installment amount, ***in addition to*** the current monthly bill, by the due date each month. Accountholders with an overdue amount of less than their average bill for the last 6 months are ineligible for a payment plan. Submission of this request form does not constitute a Payment Plan. If your request is approved, a Payment Plan will be provided to you. Under the Payment Plan, you will not be charged late fees and your service will not be disconnected if you make your Payment Plan payments AND your monthly bill payment by the due date each month.

Accountholder Signature

Date

Email address: _____

Phone Number:() _____

Submit your completed Payment Plan request form as follows:

- By Email Paymentplans@sunrisefl.gov
- In Person 10770 W. Oakland Park Boulevard
- By Fax (954) 572-2479
- Or By Mail Utility Payment Plan, 10770 W. Oakland Park Boulevard, Sunrise, FL 33351