

Deferred Payment Agreement

Date: [Insert Date]

Customer Name: [Insert Customer Name]

Customer Address: [Insert Customer Address]

Utility Company Name: [Insert Utility Company Name]

Utility Company Address: [Insert Utility Company Address]

Dear [Insert Customer Name],

This letter serves as a Deferred Payment Agreement for your utility services with [Utility Company Name]. Due to your request and the circumstances surrounding your account, we are willing to offer you the opportunity to make deferred payments on your outstanding balance.

Agreement Details:

- Outstanding Balance: \$[Insert Amount]
- Initial Payment Due: \$[Insert Amount] by [Insert Due Date]
- Subsequent Payments: \$[Insert Amount] per month due on the [Insert Due Date] of each month
- Total Duration of Agreement: [Insert Duration]

It is important to note that failure to meet the agreed payment schedule may result in disconnection of services and additional fees. We encourage you to ensure that payments are made on time to avoid any issues.

Please sign below to acknowledge your acceptance of this Deferred Payment Agreement:

Customer Signature

Date: _____

Thank you for your attention to this matter. If you have any questions or concerns, please feel free to contact us at [Insert Contact Information].

Sincerely,

[Insert Your Name]

[Insert Your Title]

[Utility Company Name]