

# Village of Sherman

## Water and Sewer Utility Service Billing Schedule

Bi-monthly bills, apply penalty fees after thirty-day due date

Example of account management process:

For water and sewer services received:	October 10 <sup>th</sup> – December 10 <sup>th</sup>
Meters are read and bills are generated:	December 12 <sup>th</sup>
Utility bill is due:	January 20 <sup>th</sup>
Penalty fees are applied:	January 21 <sup>th</sup>
10 day shut off notice to unpaid outside accts:	January 25 <sup>th</sup>
Shut off delinquent outside accounts:	February 4 <sup>th</sup>

Utility Billing Schedule (approx. dates)

DEC & JAN	Bill	February 12 <sup>th</sup> March 21 <sup>st</sup> <i>April 1<sup>st</sup></i>	Bills Due	March 20 <sup>th</sup>	
					Penalties applied
					<i>Re-levy delinquent 'inside' Village utility bills</i>
FEB & MAR	Bill	April 10 <sup>th</sup> May 21 <sup>st</sup>	Bills Due	May 20 <sup>th</sup>	
					Penalties applied
APR & MAY	Bill	June 10 <sup>th</sup> July 21 <sup>st</sup>	Bills Due	July 20 <sup>th</sup>	
					Penalties applied
JUN & JUL	Bill	August 10 <sup>th</sup> September 21 <sup>st</sup>	Bills Due	September 20 <sup>th</sup>	
					Penalties applied
AUG & SEP	Bill	October 10 <sup>th</sup> November 21 <sup>st</sup>	Bills Due	November 20 <sup>th</sup>	
					Penalties applied
OCT & NOV	Bill	December 10 <sup>th</sup> January 21 <sup>st</sup>	Bills Due	January 20 <sup>th</sup>	
					Penalties applied
DEC & JAN	Bill	February – the cycle continues...			

**W&S PENALTY EFFECTIVE DATE, RES 2019-02-06.3:**

The collection policy regarding the cut off of timely water and sewer bill payment acceptance: when the water and sewer bill due date falls upon a weekend or a national holiday, timely payment will be accepted through the **following regular business day**, after which penalties will be applied for overdue payments.

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[www.shermanny.org](http://www.shermanny.org) – Online payment option