



**TOWN OF PLATTSBURGH
DEPARTMENT OF WATER AND WASTEWATER**

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Supervisor*

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COVID-19 Pandemic Water Payment Deferral Request Form

Residential consumers and Small Businesses of 25 or fewer employees who have experienced a change in financial circumstances during the COVID-19 Pandemic are entitled to request a payment deferral of their current water bill without incurring any late fees or penalties. Accordingly, the water and wastewater district is offering residential and small business consumers the opportunity to defer payment of their current water bill. Once approved, payments and tax transfers will be deferred until June 30, 2022, as stated in the State of New York Department of Public Service Matter 20-01676.

Account Number: _____

Property Owner's Name: _____

Customer Name (if different than owner) _____

Water Service Address: _____

Billing Address*: _____

* if different than above

Home/Business Phone: _____ Cell Phone: _____

SELECT ONE - My Account is a:

- | | | |
|--|---|--|
| <input type="checkbox"/> Residential account | <input type="checkbox"/> Nonresidential account whose account serves residential premises | <input type="checkbox"/> Small Business account meeting all of the below requirements |
| | | A) the business currently has twenty-five (25) or fewer employees |
| | | B) the business is not a publicly held company, or a subsidiary thereof; |
| | | C) the business is not a seasonal, short-term, or temporary customer of the Town of Plattsburgh Water District |

Briefly describe COVID-19 related hardship (job loss, layoff, loss of business income, etc.):

**Note: A confirmation letter will be sent via postal mail acknowledging your deferment request.*

By my signature below, I, as the water and sewer customer/owner/officer of the above-mentioned property, attest that due to the COVID-19 state of emergency, which began on or after March 7, 2020, I have experienced a change in financial circumstances. I am formally requesting a payment deferral due to financial hardship experienced as a result of the COVID-19 pandemic. I acknowledge that I will be responsible to pay, in full, all water bills received through the conclusion of this deferment agreement. If my accumulated water bills from the deferment period remain unpaid once the deferment ends, the outstanding balances will be submitted to Clinton County (per section 87-05, subsection B of the Town Law of the State of New York) and added to my next annually scheduled tax bill.

Signature: _____

Date: _____

Print Name: _____

This form can be mailed or e-mailed to:

Town of Plattsburgh Department of Water and Wastewater, 151 Banker Rd, Plattsburgh, NY 12901
Email: valeriec@townofplattsburgh.org