



Equal Pay Enrollment Form

Name: _____

Account Number: _____

Service Address: _____

MINIMUM REQUIREMENTS:

1. Customer may take part in Equal pay after 12 months of continuous service at their current address with good payment history.
2. Good payment history is no more than two late payments and/or no service interruptions for non-payment in the last 12 months.
3. Customer must bring balance to zero before enrolling.
4. Customer must maintain a good payment history throughout their enrollment in Equal Pay. *
5. Customer must be enrolled in the Direct Payment Plan or Recurring Payment Plan that the City of Newberg offers. These are auto payment plans, where the City either withdraws money from a checking or savings account (Direct Payment) or charges a credit card (Recurring Payment) monthly for payment of the current billing.

CALCULATION INFORMATION:

1. Equal Pay calculations will be performed every March. The City will perform a new calculation (true-up), using a 12-month lookback period, which will be applied to your April 1st statement. The March calculation will be performed regardless of when your annual calculation last occurred in order to capture the new Winter Averaging calculation and the potential utility rate adjustments that typically occur on January 1st every year. At that point, the customer agrees to pay the new Equal Pay amount for the next year or to cancel the plan.
2. Water and sewer consumption charges are the only services calculated for Equal Pay. Non-consumption based charges already have a consistent flat charge.
3. If customer decides to discontinue the Equal Pay plan, they will inform the City in writing at least 5 days before the next billing cycle.

By signing this form, I agree to the terms set above.

Signature

Date

Please select one:

Please select one:

☐ Checking Account

and

☐ 15th of the Month

☐ Credit Card

☐ 30th of the Month

***Disclaimer – The City of Newberg Finance Department may remove customer from the Equal Pay Plan if the above requirements are not being met.**