

PLATEAU ELECTRIC COOPERATIVE

POLICY NO. B12

SUBJECT: BILLING FINAL NOTICES

POLICY:

All members with accounts that remain unpaid three days after the DUE DATE shall be mailed a FINAL NOTICE specifying at least the following: (1) customer's name, (2) customer's address, (3) customer's account number, (4) disconnect date, (5) amount due, (6) statement of disconnection, (7) notification of customer's right to a hearing, (8) employee to contact for hearing, (9) phone number, and (10) time hearing may be held.

The DISCONNECT DATE shall be at least 10 days after the DUE DATE. If the bill remains unpaid until the DISCONNECT DATE, then electric service may be discontinued on that date or any date soon thereafter.