

**CITY OF VIROQUA
UTILITY POLICIES AND GUIDELINES**

1. Utility bills should be received to consumer by the 1st or 2nd of each month.
2. Utility bill payments are due on the 20th of each month.
3. A meter reading is preferred every month.
4. Automatic withdrawal from your checking of your monthly utility bill is available.
5. Late charges will be applied the day after payment is due.
6. Disconnect notices are sent the day after payment is due.
7. Reconnection charge is \$35.00 during normal business hours. Normal business hours are 7:30 a.m. to 4:30 p.m., Monday through Friday.
8. Reconnection charge is \$45.00 outside of normal business hours.
9. A \$20.00 charge is applied to all NSF checks.