



PREPAID SERVICE NOTIFICATIONS FORM

Office use only

Acct# _____

Last First Mi.

Please notify me if my balance falls below \$_____.

Phone Notifications:

Phone 1: _____ **OR** Text Message: _____

Time to call:

From: _____ AM PM

To: _____ AM PM

- Low Balance Notification
 Pending Disconnect Notification

**If you would like online access to your account, please provide us with your email address.
You can also receive email notifications.**

Email Notifications:

Email Address: _____

- Low Balance Notification
 Pending Disconnect Notification
 Daily Balance Notification
 Payment Notification
 Disconnect Notification
 Reconnect Notification

**I understand it is my responsibility to maintain a credit balance to continue service.
I have read and understand the terms and conditions of the Prepaid Service Agreement.**

Signature

Date

Prepaid Electric Service Program

As a PREPAID member, no deposit is required. You will be required to pay a minimum of \$25.00 to activate a prepaid account. This amount will be applied toward future energy use.

You will not receive a monthly bill.

If you are an existing regular account member and wish to convert to a prepaid account, any deposit held will be applied toward any outstanding balance, any fees associated with starting a prepaid account and the purchase of future energy use.

A prepaid account will be subject to a prepaid service fee of \$6.00 a month. This will be charged to the account as a daily fee.

Prepaid accounts are not eligible for payment arrangements

Any Energy Assistance or Trustee monies will be applied to the prepaid account once payment is received. Pledges will not be accepted to keep electricity on.

Electric service will be subject to immediate disconnection if at any time the account does not have a credit balance. If service is disconnected, any outstanding balance, the minimum credit balance of \$25.00 to reactivate the account and a reconnect fee of \$70.00 must be paid before service will be restored. The reconnect fee will apply any time a truck must be sent to your location to reconnect service. If the service is controlled through a remote switch, no reconnect fee will be charged. **If your service is disconnected for more than (3) days, you must contact the office during normal business hours to have it reconnected. Service will be restored the next business day.**

If a returned check or chargeback is received on the account, the amount of the return and a return item fee will be charged back to the member's account immediately. If this causes the credit on the account to be exhausted, service will be disconnected within 24 hours.

If at any time, a prepaid member wants to convert the prepaid account back to a regular billed account; a deposit may be required based on twice the monthly average of the location.

Payments may be made in the office, over the phone, online at www.pcremc.com or by mail.

If a member receives more than four (4) notification calls during a one month period, a \$5.00 fee will be charged to the account.

You will see a miscellaneous charge on your prepay account once a month. This is to balance your prepay account with our traditional billing system. This may show as a credit or charge to your account depending on the balance on your account in our billing system.