



Township of Aberdeen

ONE ABERDEEN SQUARE, ABERDEEN, NEW JERSEY 07747

Mayor Fred Tagliarini
Deputy Mayor Connie Kelley

Councilman Greg Cannon
Councilwoman Margaret Montone
Councilman Joseph Martucci
Councilman Robert Swindle
Councilman Arthur Hirsch

Bryan A. Russell, QPA
Township Manager

Contact Email Address:

Request for Payment Arrangement

Due to financial hardship, I am requesting a payment arrangement for my past due water balance. I confirm that the mailing address and phone/email information listed above is correct. I agree to make payments as per the following payment schedule on this agreement.

I understand that if I fail to make a payment as per the attached schedule, I will be subject to interest penalties and possible turnoff of my water service. If the water service is turned off, there will be additional turn on/turn off fees billed to my account. I also understand that it is my responsibility to contact the utility department and notify them immediately upon any change in mailing address or phone/email address.

Please note the following in regards to your payment arrangement:

- **This payment plan is offered to you per Executive order of the State of NJ (EO 246).**
- **We have waived all interest charges for the water and sewer balances included in this payment arrangement.**
- **Payment of the installment due must be received in this office on or before the due date listed on the attached schedule to avoid default of the payment arrangement.**
- **Future/upcoming bills are not included in this payment arrangement. Payment of upcoming quarterly water/sewer bills must be made on time in full by the due date on the bill to avoid default and cancellation of the payment arrangement.**
- **If you default on your payment arrangement, payment of the entire account balance in full is required to avoid turnoff or to have services restored.**

Payment options:

- In person: Monday-Friday 8:30AM-4:30PM
- Online (24 hours a day/7 days a week): WWW.ABERDEENNJ.ORG (From the homepage under important links select "Online Payments"). **PLEASE NOTE: PAYMENT OF UPCOMING/FUTURE UTILITY BILLS CAN BE PAID ONLINE VIA THE TOWNSHIP WEBSITE AT WWW.ABERDEENNJ.ORG. PAYMENT ARRANGEMENT INSTALLMENTS CANNOT BE PAID ON THE WEBSITE.**

- Payment over the phone with our Utility Department can be submitted Monday-Friday 8:30AM-4:30PM with a debit/credit card (no fee for over the phone payments). No ACH/e-check payments over the phone.
- Drop Box (24 hours a day/7 days a week): Located on the side of town hall and at the main front entrance
- Payments can be mailed in with a check/money order payable to “Aberdeen Township Utility Dept”. Payment must be received in this office on or before the due date. We do not accept postmarks. Mail to: Aberdeen Township Utility Department.

1 Aberdeen Square
Aberdeen NJ 07747

Payment Arrangement Schedule:

Installment Number	Installment Amount:	Installment due date:	Remaining balance due After installment paid:
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
TOTALS:			

IMPORTANT NOTE: You will not receive a monthly bill for these installments. The above schedule lists the amounts due and the date by which we must receive your payment. You will need to use this schedule when submitting payment.

Signature of property owner: _____ Date: _____

Print name: _____

You can reach the water/sewer department from 8:30AM-4:30PM Monday through Friday. Our voicemail system is available 24 hours a day 7 days a week.

Utility department contact information:

Utility Account Clerk: Michele Hausmann Phone: 732-583-4200 ext. 180

Email: Michele.Hausmann@aberdeennj.org