

**CITY OF VERNON**  
**UTILITIES DEPARTMENT**  
**RULES FOR ELECTRIC SERVICE**

**Rule No. 9: PRESENTATION AND PAYMENT OF BILLS**

**A. Presentation of Bills.**

1. Billing Period. Bills for electric service will be presented monthly or as otherwise provided in the applicable Rate Schedules. At the sole discretion of the City, a Customer may be required to make weekly payments based on estimated usage.
2. Metered Service. Bills for metered service will be based on Meter registrations. Meters will be read as required for the preparation of regular bills, opening bills, and closing bills. It may not be possible always to read meters on the same day of the month, and if a monthly Billing Period contains less than 27 days or more than 33 days, a pro rata computation in the bill will be made.
3. Pro Rata Computation. All opening bills, closing bills, and bills for electric service presented for periods of less than 27 days or more than 33 days on a monthly Billing Period will be computed in accordance with the applicable Rate Schedule, but the size of the energy blocks, and the amount of the Customer, Service, Demand, or Minimum Charges, specified therein, will be prorated on the basis of the ratio of the number of days in the period to the number of days in an average monthly period, which for this purpose shall be taken as 30 days, or as otherwise provided in Rate Schedules. Energy usage (kWh) will not be prorated.

When Temporary Service is furnished and the Customer has paid the estimated cost of installing and removing the service facilities, no proration will be made on these costs.

**B. Reading of Separate Meters Not Combined.** For the purpose of billing, each Meter upon the Customer's premises will be considered separately, and the readings of two or more Meters will not be combined except as follows:

1. Where combinations of Meter readings are specifically provided for in the Rate Schedule.
2. Where the City's Operating Necessity requires the use of more than one Meter.

**C. Payment of Bills.** When bills are presented monthly, they will be due and payable on or before twenty (20) days after the Date of Presentation. When bills are presented weekly, they will be due and payable on or before five (5) days after the Date of Presentation. Payment shall be made at the City of Vernon Customer Service Division, 4305 Santa Fe Avenue, Vernon, CA 90058-1786.

**D. Returned Check Charge.** The City will require payment of a charge for any check returned from the bank unpaid. Payment in lieu of the returned check will be accepted only in the form of cash, money order or cashier's check. Personal or business checks will not be accepted for a period of at least 6 months on accounts with more than one returned check within a 12-month period.