

## REQUEST FOR THIRD PARTY NOTIFICATION

Your Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Account Number \_\_\_\_\_  
(from your bill)

### Name of the person you want us to notify

(Third Party) \_\_\_\_\_

Please Print

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Third Party  
Signature \_\_\_\_\_

Randall Utility Company has my permission to provide information to and accept information from the third party.

Your Signature \_\_\_\_\_

Date \_\_\_\_\_

Randall Utility Company will make every effort to send a copy of the Notice of Proposed Disconnection to the party specified. Randall Utility Company assumes no liability for failure of the third party to receive or act upon the notice.

Complete this form and return it with your Randall Utility Bill, or mail it to:

City of Randall  
PO Box 229  
Randall, MN 56475

## Third Party Notice

If you want us to let someone else know—in addition to notifying you—that you are in danger of having your service disconnected for not paying your bill, we can provide this service. This *third party* can be any person or organization you choose: a friend, relative, church, or community agency.

Upon receiving the notice, the *third party* could contact the Randall Utility Company and confirm that you are unable to pay the bill. The *third party* could also arrange a payment schedule if you want them to. The *third party* would **not** be expected or required to pay the bill.

This *Third Party Notice* is especially helpful to those who are ill, elderly or live alone. If you would like to have this service, complete the attached form and return it to the Randall Utility Company. Be sure to have the *third party* sign the form.

### If you have questions...

...about the Minnesota Cold Weather Rule, please contact us at 320-749-2159 or via e-mail: [randallcity@brainerd.net](mailto:randallcity@brainerd.net).

### Financial Assistance...

Tri-County Community Action Program  
888-765-5597  
Morrison County Social Services  
320-632-2951  
United Way  
320-632-5102  
Salvation Army  
218-829-1120

# COLD

## WEATHER PROTECTION

IF YOU ARE UNABLE TO  
PAY YOUR NATURAL  
GAS/ELECTRIC BILL

RANDALL UTILITY COMPANY  
P.O. BOX 229  
RANDALL, MN 56475  
320-749-2159  
[randallcity@brainerd.net](mailto:randallcity@brainerd.net)

## The Minnesota Cold Weather Rule

Some customers find it hard to pay their utility bills in the winter. The State of Minnesota set up the Cold Weather Rule to protect residential, heat-affected customers who are unable to pay their Natural Gas/Electric bills from disconnection of service between October 15 and April 15.

### Avoiding Disconnection

The Cold Weather Rule does not forbid winter shut off. If you receive a shut off notice this winter, you must act promptly and contact the Randall Utility Company to apply for Cold Weather Rule protection and set up a payment plan.

Your service will be subject to disconnection without further notice if you do not make the agreed upon payments. If you cannot keep your original payment plan, call the Randall Utility Company immediately and make a new payment plan to avoid disconnection.

### Reconnection

If your services are disconnected, you must pay your past due balance along with a \$50 re-connection fee prior to services being turned back on.

You must keep your payment plan to avoid future disconnection. Call the Randall Utility Company immediately if you cannot keep your payment plan to avoid disconnection.

## Payment Plan

If your household income is:

- At or below 50 percent of the state median income, you are not required to pay more than ten percent of your monthly household income.
- More than 50 percent of the state median income, you may make a payment plan with the Randall Utility Company.

Cold Weather Rule payment plans can begin October 15, provided your account is CURRENT and last until April 15 unless you make other arrangements with the Randall Utility Company. Your service could be shut off if you have a past-due balance on April 15 and do not make and keep a new payment plan. **YOUR ACCOUNT MUST BE CURRENT BEFORE YOU CAN BEGIN A PAYMENT PLAN!**

### Right to Appeal

If you and the Randall Utility Company cannot agree on a payment plan, you have ten days to appeal to the Randall Utility Board. The board will help you set up a payment plan, and your service will stay on during the appeal process.

### **Contact us...before October 15<sup>th</sup>!**

YOU MAY CONTACT THE RANDALL UTILITY COMPANY AT 320-749-2159 OR STOP IN AND SEE US AT 525 PACIFIC AVENUE, RANDALL, MN, DURING OUR BUSINESS HOURS— MONDAY THROUGH FRIDAY 8AM – NOON AND 1PM – 5PM TO DISCUSS YOUR OPTIONS AND COMPLETE AN APPLICATION FOR THE COLD WEATHER RULE.

## You can use Budget Billing

If you choose, you can spread a year's electricity bills evenly across 12 months.

This helps you avoid the higher-than-average monthly bills that often come with cold weather.

It also make it easier for you to budget your money because you know exactly what your monthly Utility Bill will be.

This service is called Budget Billing. Here is how it works:

First, we add the last 12 months bills. Next, we divide that total into 12 equal monthly payments rounding to the nearest dollar—then you know exactly what your bill will be each month.

Your account will be reviewed every April and adjusted to correct for any underpayment or overpayment.

Please contact us if you would like more information on Budget Billing—320-749-2159