

**HORSHAM WATER AND SEWER AUTHORITY**  
**617 HORSHAM ROAD, HORSHAM, PA 19044**  
PHONE: 215.672.8011 FAX: 215.672.8065  
www.horshamwater-sewer.com

**PAYMENT PLAN AGREEMENT LETTER**

Account #: \_\_\_\_\_

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W)

Service Location: \_\_\_\_\_

Balance Owed: \$ \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

If you have received a Shut Off Notice from the Authority you will not be eligible for payment arrangements. Conditions to Authority payment agreements include but are not limited to the following, you must contact the office and speak with a customer service representative in addition to submitting this request, as well as the past due balance MUST be paid in full prior to your next billing period. Failure to comply with this agreement as described above your property will be POSTED and service to the property will be TERMINATED.

\*\*\*PLEASE NOTE, PAYMENT AGREEMENTS ARE SUBJECT TO THE APPROVAL OF HWSA\*\*\*

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**OFFICE USE ONLY:**

HWSA clerk initials: \_\_\_\_\_ Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ Scanned: YES/ NO \_\_\_\_\_

Approved YES / NO (circle)