



**BOROUGH OF SUGARCREEK**  
**212 FOX STREET**  
**FRANKLIN, PA 16323**  
**PHONE (814) 432-4717 OR (814) 432-2132**  
**FAX (814) 437-1014**  
**treasurer@sugarcreekborough.us**

**PAYMENT AGREEMENT**

I/We \_\_\_\_\_, hereby agree to pay, and will pay to the Borough of Sugarcreek the sum of \$\_\_\_\_\_ dollars today and \$\_\_\_\_\_ each month to be applied toward the retirement of my/our delinquent sewer/water account balance at the following service address \_\_\_\_\_, of which I/We was/ were notified by the Borough, letter dated \_\_\_\_\_. These payments will commence not later than \_\_\_\_\_ and payable by the 20<sup>th</sup> of each month. I understand that if one monthly payment is missed, until the total balance is paid, action for water termination will start without further notice. Water service will not be restored until the balance is paid in full. Municipal lien action may start without further notice. If for any reason my/our payment is declined by my/our financial institution, I/We understand there will be a \$40.00 service fee and any applicable late fees/penalties will be assessed to my/our account.

I/We, hereby acknowledge that these payments will be in addition to on-going quarterly/monthly subscription charges as they continue to accrue; that the amount of the “retirement” payments were freely negotiated between myself/ourselves and the Borough representatives and represent an amount which is mutually acceptable to all parties. I/WE further acknowledge, pursuant to Borough rules and regulations concerning non-payment of water & sewage subscription charges, that in the event I/WE fail to tender a payment in accordance with the repayment schedule set forth above, the Borough is then entitled, under law and in conformance with the previously referenced rules and regulations, to pursue the termination of water service and municipal lien at the subject service address.

Under the Electronic Signatures in Global and National Commerce Act (E-Sign), this Agreement and all electronically executed documents related hereto are legally binding in the same manner as are hard copy documents executed by hand signature. When accepted in electronic form, this Agreement and all related electronic documents shall be governed by the provisions of E-Sign. By typing your name in the signature text area you agree:

1. that the Agreement and related documents shall be effective by electronic means
2. to be bound by the terms and conditions of this Agreement and related documents
3. that you have had the ability to print, save or otherwise store the Agreement and related documents

**SUBSCRIBER(S)**  
 Account Number: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 \*Read agreement before typing your name(s)  
 Signature: \_\_\_\_\_  
 Borough of Sugarcreek  
 BY: \_\_\_\_\_

**Save document before clicking submit.** Clicking submit will open your email program. If you use a webmail service select webmail and enter information. If you're not able to submit by using the submit button, open your webmail as your normally would to send new mail and add this file as an attachment and email to [treasurer@sugarcreekborough.us](mailto:treasurer@sugarcreekborough.us) If you don't receive a confirmation email within three days, please call the office to confirm it has been received by calling 814-432-4717