## GENERAL INFORMATION

## 15. BILLING AND COLLECTION: (continued)

15.7.2.2 The location of the Company's principal office and one or more business offices at which the bill may be paid, and a statement that bills may be paid at other authorized offices.
15.7.2.3 The service classification(s) on which the charges are based.
15.7.2.4 The name of the customer, the account or meter number, and the address and location of the premises where the service was supplied.
15.7.2.5 The start and end date of the billing period.
15.7.2.6 The quantity of service billed, the unit of measurement used, an explanation of any calculations or factors used to determine the cost of service, a description and the cost of any other tariff charges, and the total of the current charges.
15.7.2.7 The date payment is due; provided, however, that such date does not occur before personal service of the bill or three calendar days after the mailing of the bill. A phrase indicating that a bill is due upon receipt may be used in lieu of a specific date.
15.7.2.8 Whether any charge will be imposed for late payment and the date which payment must be received in order to avoid the imposition of the late payment charge.
15.7.2.9 An explanation of any abbreviation or symbol used that is not in common English usage.
15.7.2.10A telephone number to call at the Company if the customer has any questions about the bill.

### 15.7.3 Cycle Bills :

15.7.3.1 Every customer bill issued on a regular cycle basis will contain, in addition to the items required under Rule 15.7.2 of this section:
15.7.3.1.1 The date of the latest payment received or the date through which any payments have been credited and the debit or credit balance of the prior bill, if any.
15.7.3.1.2 The amount of any late payment charge applied during the current billing cycle.
15.7.3.1.3 The next scheduled meter reading date.

Issued By: William F. Edwards, President, Syracuse, New York

