



City of Cottonwood Shores  
 3808 Cottonwood Drive  
 Cottonwood Shores, Texas 78657  
 (830) 693-3830 FAX (830) 693-6436

**Customer Commitment to Pay Utility Bill**  
 (Promissory Note)

Total Utility Bill = \$ \_\_\_\_\_  
 + \$ 25.00  
 = \$ \_\_\_\_\_

I (name) \_\_\_\_\_ who  
 resides at (address) \_\_\_\_\_ Acct# \_\_\_\_\_,  
 in Cottonwood Shores, Texas, recognize that my account is past due and promise to pay the current  
 amount due in full along with \$10.00 late charge, plus a \$25.00 delinquent handling fee on  
 (date) \_\_\_\_\_.

Furthermore, by signing this "promise to pay", I understand that if I fail to pay the full current  
 amount due, on said date, that the City of Cottonwood Shores Utility Department will **disconnect  
 services to said location and the \$45.00 re-establishment fee will be added. Utility Services  
 will not be reconnected until current amount plus late charges are paid in full. The City of  
 Cottonwood Shores Utility Department is required to have a 24 hours time period for  
 reconnection of utility.** I understand that all utility bills are due on the 1st of each month with a  
 late fee assessed after the 10th.

\_\_\_\_\_  
 Customer Signature Printed Name Date

\_\_\_\_\_  
 Phone Number where you can be reached

\_\_\_\_\_  
 City Representative Printed Name Date

Notes: \_\_\_\_\_

In accordance with City Ordinance 13001, Article IV, Section 2, Line Item # 6, you will only be  
 able to obtain one (1) Promissory Note per Year. Extenuating Circumstances will be evaluated on a  
 case by case basis.