

# Village of Richmondville

295 Main Street, PO Box 493, Richmondville, NY 12149

Mayor – Kevin P. Neary ❖ Trustees – Paul Hahn Jr., Milan W. Jackson, David Hotzler, Vivian Thurber  
Clerk-Treasurer – Margaret Cancio ❖ Superintendent of Public Works – James Swartout ❖ Superintendent of Power & Light – Jeff Van Deusen

## IMPORTANT NOTICE

The Village Board has implemented a new policy on ELECTRIC late charges and disconnections.

Payments not received will accrue late charges of 1.5% of total balance due on the 26<sup>TH</sup> of each month.

Each electric customer with a past due balance greater than **30 DAYS** will receive a FINAL DISCONNECT NOTICE with the bill.

**IMPORTANT:** This disconnection policy will be in effect throughout the whole year (ALL 12 MONTHS). To avoid disconnection, the electric customer must pay their **past due amount in full**.

If electric service is disconnected, the electric customer is required to **pay total amount due including past due amounts, current balance, and any applicable disconnect/reconnect fees prior to reconnection**.

Reconnections can only be made while electric customer is in attendance at home site OR the main breaker has been turned off.

### Methods of Payments:

- Payments can be made by the following methods
  - **Cash, Money Order or Certified Check** payments may be made by bringing to the village office or Night-Drop Deposit Box
  - **VISA, MasterCard, or Discover** payments may be made at [www.richmondvilllevillage.org](http://www.richmondvilllevillage.org)
  - **Payments by check** may be made through the following methods:
    - Online at [www.richmondvilllevillage.org](http://www.richmondvilllevillage.org)
    - Bringing check into the village office or Night-Drop Deposit Box
    - **Please note:**
      - If a check that has been paid to avoid disconnection is returned due to insufficient funds, the electric customer will immediately be disconnected and charged all additional appropriate fees, subject to applicable disconnect procedures.
      - If electric customer has a returned check, the village will not accept a check as payment on account.

Phone: 518-294-6681 or 518-294-7700 ❖ Fax: 518-294-6129  
[richmondville@nycap.rr.com](mailto:richmondville@nycap.rr.com) ❖ 800-662-1220 TTY/TDD Hearing Impaired