## **OFFICE MANAGER'S REPORT**

## FEBRUARY 26, 2024

The water and gas bills were mailed to the customers on Wednesday February 21, 2024. Payments are due no later than Friday, March 1, 2024, at 8:30 am. Payments may be placed in the Drop Box located on the front door of City Hall.

## **OVER THE PHONE OR ONLINE PAYMENTS**

You may pay your bill over the phone at (1-844-368-1113) or online at <u>www.TownofMasonTN.org</u> by 10:00pm on or before Thursday, February 29, 2024, to prevent late penalties.

The penalties for late payments will be added on Friday, March 1, 2024, at 8:30am.

## **CUT-OFF LIST / RECONNECT FEES / DISCONNECT FEES**

IF YOUR NAME APPEARS ON THE CUT-OFF LIST A \$50.00 RECONNECT FEE WILL BE ADDED TO YOUR ACCOUNT EVEN IF YOUR WATER/GAS SERVICES ARE NOT DISCONNECTED.

ONLINE/OVER THE PHONE PAYMENTS MUST BE MADE BY 10:00 PM ON OR BEFORE Wednesday, March 6, 2024, IN ORDER TO PREVENT A \$50.00, RECONNECT FEE.

CUT-OFFS WILL BE THURSDAY, March 7, 2024, AT 8:30 AM