

**ORANGE TREE UTILITY CO., INC**  
 4500 EXECUTIVE DRIVE SUITE 110  
 NAPLES, FL 34119-8908

PHONE NO. (239) 596-4088

MAKE CHECK PAYABLE TO:

*Company Name*  
*Company address*  
*Company City State Zip*

<b>AMOUNT PAID</b>

<b>ACCT NUMBER</b>	<b>DATE DUE</b>	<b>AMOUNT DUE</b>
1 Acct#	2 Date	3 Due

IF YOUR MAILING ADDRESS HAS CHANGED PLEASE CORRECT

<b>SERVICE ADDRESS</b>
4 Service Address

\*\* DO NOT PAY THIS BILL YOUR ACCOUNT WILL BE DRAFTED

5 Customer Name  
 Customer Address  
 Customer City State Zip  
 Country

Orange Tree Utility Co., Inc.  
 4500 Executive Drive Suite 110  
 Naples, FL 34119-8908

PLEASE RETURN TOP PORTION WITH PAYMENT

<b>MAKE CHECK PAYABLE TO:</b>  <i>Company Name</i> <i>Company Address</i> <i>Company City State Zip</i> <i>PHONE: (111) 111-1111</i>	<b>SERVICE ADDRESS</b>		<b>ACCOUNT NUMBER</b>					
	4 Service		1 1					
	<b>SERVICE PERIOD</b>	<b>From</b>	<b>TO</b>	<b>BILLING DATE</b>				
	04/01/11	6	04/30/11	7 05/02/11				
<b>SURVEY</b>  READ DATE (W) PRES. READ PREV. READ TOTAL GALLONS	8	05/01/2011		18118	18044	74	<b>DESCRIPTION</b>	<b>AMOUNT</b>
							WATER	3.06
							WATER BASE	15.29
							SEWAGE	2.75
							BASE SEWER	14.60
							PAST DUE	38.18
							* DO NOT PAY YOUR ACCOUNT WILL BE DRAFTED.	
							DUE THIS MONTH	35.70
							<b>TOTAL DUE NOW</b>	<b>73.88</b>

M E S S A G E S 12

PLEASE TURN PAPER OVER - READ BACK FOR INSTRUCTIONS

SAMPLE BILL ONLY - DO NOT PAY THIS AMOUNT

1. Account Number - is your Utility Account Number, to be used on payment, when calling into our office for assistance, and online when completing an inquiry
2. Due Date - this is the very last day customer payment can be received by the Utility no later than 4:30 PM EST
3. Amount Due - this is the Minimum Balance that is due no later than the Due Date.
4. Service Address - this is the physical address of the water meter located within our Service Area.
5. Mailing Address - this is the actual mailing address the Utility has for your Service Address. If this information is not correct please contact our office as soon as possible.
6. Service Period - these are the dates service was provided, the dates of service will always be a month behind
7. Billing Date - this is the actual date the bills were mailed to our customers.
8. Read Date - Date the meter was read, Pres Read - current meter read as of Read Date, Prep. Read - prior meter read from last month meter read, Total Gallons - is the difference between the two.
9. Description of Services - Water is the cost for water used based upon the meter reading, Water Base - this is charged every month, regardless of use, by meter size, Sewage - this is the cost for sewer based upon meter reading (residential customers are capped at 10,000 gallons of use a month), Base Sewer is charged
10. Past Due - this is the amount due from the prior month. This balance needs to be paid immediately to avoid disconnection of service.
3. Due this Month - this the actual balance for the current month only, same as the Amount Due.
11. Total Due Now - This is a combination of the Past Due Balance and amount Due this Month. All bills are due upon receipt, customers have TWENTY (20) days to pay the current balance and only FIVE (5) days to pay the Past Due Balance.
12. Message Center - this is where we will provide you with Monthly Updates, it is CRITICAL for you to review this information as it will provide you with Date sensitive information .