

**WORKSHEET TO CALCULATE UTILITY BILL WHEN TENANT MOVES OUT DURING THE QUARTER**

General Info: 90 days/quarter--when calculating # of days, figure from first day of quarter to date tenant moved out--for example, Jan. 1 to Feb. 5 = 31 days + 5 days = 36 days

Usage computation--difference between ("present" reading from most recent bill) and (reading at time of move out)

<b>Refuse Computation:</b>	\$46.00 /quarter divided by (if greater than 1 residential unit, call Village)	90 days =	\$0.51 /day	
		x	_____	# of days present in quarter
			<u>          </u>	<b>TOTAL REFUSE CHARGE</b>
<b>Water Computation:</b>				
Flat Rate:	\$30.00 /quarter divided by	90 days =	\$0.33 /day	(based on 5/8" or 3/4" meter; if larger, call Village for rate)
		x	_____	# of days present in quarter
			<u>          </u>	<b>TOTAL FLAT RATE - WATER</b>
Usage Rate:	(see note above)	Usage	_____	gallons
		x	\$ _____	\$3.27 /thous gallons
			<u>          </u>	<b>TOTAL USAGE RATE - WATER</b>
CHANGE RATES IF NECESSARY!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!				
			<u>          </u>	<b>GRAND TOTAL WATER CHARGE (FLAT CHG + USAGE CHG)</b>
<b>Sewer Computation:</b>				
Flat Rate:	\$15.50 /quarter divided by (if greater than 1 residential unit, call Village)	90 days =	\$0.17 /day	
		x	_____	# of days present in quarter
			<u>          </u>	<b>TOTAL FLAT RATE - SEWER</b>
Usage Rate:	(see note above)	Usage	_____	gallons
		x	_____	\$8.00 /thous gallons; if 2nd or 3rd quarter and 1-2 family, call Village
			<u>          </u>	<b>TOTAL USAGE RATE - SEWER</b>
			<u>          </u>	<b>GRAND TOTAL SEWER CHARGE (FLAT CHG + USAGE CHG)</b>
<b>Public Fire Protection:</b>	\$18.75 /quarter divided by	90 days =	\$0.21 /day	(based on 5/8" or 3/4" meter; if larger, call Village for rate)
		x	_____	# of days present in quarter
			<u>          </u>	<b>TOTAL PUBLIC FIRE PROTECTION CHARGE</b>
<b>Stormwater Computation:</b>				
Base Rate:	\$0.00 /ERU/quarter			
Runoff Rate:	\$12.00 /ERU/quarter divided by (if greater than 1 residential unit, call Village)	90 days =	\$0.13 /day	
		x	_____	# of days present in quarter
			<u>          </u>	<b>TOTAL STORMWATER CHARGE</b>
Revised 1/1/2025	<b>GRAND TOTAL ALL UTILITIES:</b>		<u>          </u>	<b>REFUSE+WATER+SEWER+PUBLIC FIRE PROTECTION+STORMWATER</b>