

Virginia Department of Public Utilities
618 2nd St. S., P.O. Box 1048, Virginia, MN 55792
Phone (218) 748-7540 • Fax (218) 748-7544

Policy Exemption Request

Upon application for utility service, all customers agree to:

- Adhere to all Rules and Regulations (policies) of the Department.
- Pay all charges for service on or before the due date printed on the bill.
- Use electricity, water, gas, steam and meters strictly in accordance with the Rules and Regulations of the Department.

Customers requesting an exemption from current Utility policy must make that request in writing, stating any and all reasons an exemption should be considered. Such requests will be reviewed by the Utility's Administrative Review Team, who shall make the determination as to whether the policy exemption shall be granted.

Requests regarding Sewer and Garbage policy issues (both City and County) must be addressed to the City of Virginia - the Utility only bills for the services.

Customer Name _____ Account Number _____
Mailing Address _____
Service Address _____
Home Phone _____ Work/Cell Phone _____

Policy Exemption Requested: _____

Reasons for Exemption Request: _____

(continue on other side, if necessary)

Signature _____ Date _____

To be completed by Virginia Department of Public Utilities

Determination: Policy Exemption Approved Notification Letter Sent to Customer
 Policy Exemption Denied Note on Utility Account

Explanation of Approval or Denial: _____

Reviewed by: _____ Date: _____