



MEMORANDUM

To: All New York City Virtual Enterprise (VE) Firms
From: New York City Virtual Regulatory Commission
Date: October 2nd, 2015
Subject: Reminder of Utilities Expense

Please be advised that due to **continued stress on the overall economic environment**, the Virtual Regulatory Commission has determined that rates for standard utilities services available through the New York City Virtual Enterprise Office will **remain unchanged until further notice**.

Please remit payment to VEI-NYC Utilities 100002322

VEC will continue to provide utilities to your firm under the conditions detailed below:

Type	Annual Cost (Based on 10 months of use)	Payment Options for Service 10/1/2015-6/31/2016 (PAY VEI-NYC Bank Account # 100002322)
Heat	\$1,530	8 payment plan, \$191.25 month, Oct. through May
Electric	\$2,362.80	8 payment plan, \$295.35 month, Oct. through May
Telephone	\$525.20	8 payment plan, \$65.65 month, Oct. through May
Internet	\$420	8 payment plan, \$52.50 month, Oct. through May
Package: Telephone & Internet	\$892.40	8 payment plan, \$111.55 month, Oct. through May

Payment for service is due on the first day of the month; payments received after the fifth day of the month will be considered overdue. Overdue accounts may be charged interest at the rate of 1.5% per month (18% APR).

If your firm wishes to **opt out** of these services, please provide proper notice before 10/20/2015, so your record can be adjusted. Please note that you must provide proof of alternate service in order to opt out.

Thank you for your understanding.