

**JOE WHEELER ELECTRIC MEMBERSHIP CORPORATION  
OPERATIONAL POLICY**

**Policy No. 226**

ADOPTED: September 12, 2016

Subject: Deceased Account Holder

I. Objective.

JWEMC recognizes that there are occasions when a utility account holder dies, but the account for utility services remains in the decedent's sole name with no additional party responsible for payment for utility services. The purpose of this policy is to set forth procedures for account transfer or account termination upon the death of the account holder.

II. Policy

Accounts active (60) days following the date of the account holder's death will be terminated unless the responsibility for the account is transferred into a responsible party's name. Prior to termination, JWEMC will attempt to provide a certified letter to the address of record with the requirements of transferring the service to another name.

III. Responsibility

- A. The Board of Trustees is responsible for a periodic review of this policy and shall approve all changes to the policy.
- B. The General Manager is responsible for the implementation of the policy.