



A Touchstone Energy® Cooperative 

This notice is pursuant to Wheatland Electric's Rules and Regulations which require notice be given to our customers concerning your options in submitting payments to the Cooperative.

**Acceptable Payment Methods:**

Payments shall be cash, money order, personal check, certified check or bank draft.

Credit/debit cards will not be accepted.

*All payments must be in a Wheatland Electric Office before 5 pm on the Delinquent After Date printed on your billing to avoid late payment penalties.*

**Authorized Payment Locations:**

Wheatland maintains full service offices in each of the major communities served where you may make payments or request service in person. They are:

- Scott City: 101 Main
- Leoti: North Highway 25
- Tribune: 310 Broadway
- Syracuse: 206 ½ Main
- Garden City: 2005 West Fulton
- Great Bend: 2300 Broadway
- Harper: 302 W. 6<sup>th</sup> Street

The following are Authorized Payment Location for payments only:

- Deerfield City Hall, 622 Main Street, Deerfield KS
- Harper City Hall, 201 West Main, Harper KS
- Caldwell Utilities, 109 South Main, Caldwell KS

For those desiring to make payments outside normal business hours, drop boxes are available at each of Wheatland Electric's full service locations listed above, as well as Scott City City Hall, 221 West 5<sup>th</sup>, Scott City KS. Wheatland Electric shall not be responsible for cash payments left in the drop boxes and strongly recommends that payments left in the drop boxes be check or money order. Further, payments made in off-premise drop boxes may require up to three days to be posted to your account. If you are making a payment within three days of a "delinquent after" date please take the payment to your local office to avoid late payment penalties.

Payments may be made by mail by inserting your payment and pre-addressed bill return stub in the envelope provided with your monthly billing and affixing appropriate postage to the return envelope. Payments by mail must be in the Wheatland Electric Office no later than 5 pm on the delinquent after date to avoid late payment penalties.

**Unauthorized Payment Locations:**

The Authorized Payment Locations are listed above. All other payment locations are considered Unauthorized Payment Locations. A customer choosing to use an Unauthorized Payment Location assumes all liabilities and responsibilities for the use of said location.

101 Main Street  
(620)-872-5885

P.O. Box 230  
Toll Free (800)-762-0436  
E-mail [electric@weci.net](mailto:electric@weci.net)

Scott City, Kansas 67871  
Fax (620)-872-7170