

Dates to Remember:

- **January 1st** - New Year's Day
- **January 17th:** Martin Luther King Jr. Day
- **February 14th:** Valentine's Day

OFFICE HOURS

Monday 8:00AM - 3:30PM

Tuesday 8:00AM - 4:30PM

Wednesday - CLOSED

Thursday 8:00AM - 4:30PM

Friday 8:00AM - 4:30 PM

We are closed daily from 12:00PM to 1:00PM for lunch

Occasionally the office will be closed due to meter reads, meetings, trainings, and such. Notices will be posted on the window at the office, in the Post Office and at the Fire Station. Electronic notices will be made on the Chatter pages, Town's website, and on REACHALERT

There are times due to meetings/trainings/meter reading/illness/vacations, and the normal course of business, only one person may be working in the office at any given time, and cannot get to the phone immediately. If we do not answer the phone, please leave a message. We **WILL** return your call as soon as we are free to do so.

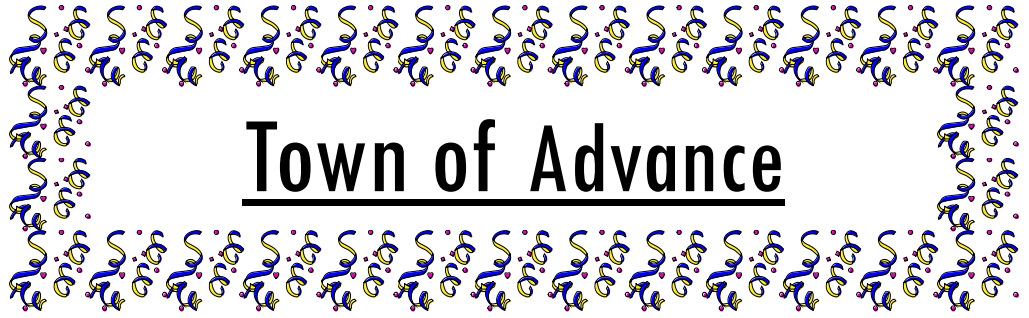


Utility Emergency Line:
765-978-1007

Town of Advance
P O Box 67
112 N. Main Street
Advance, IN 46102
www.townofadvance.com

Phone: 765-676-6611
Fax: 765-676-6696

This institution is an equal opportunity provider and employer.



Town of Advance

Town Business

Town Council Meetings:

Location:

Advance Fire Station

Time: 7:00 pm

- January 11
- February 8
- March 8
- April 11
- May 9
- June 13
- July 11
- August 8
- September 12(Budget Hearing)
- October 3 (Budget Adoption)
- November 14
- December 12

If you are unable to attend the Town Council Meetings, all meeting minutes can be found online at

www.townofadvance.com

Notices will be made electronically on the Chatters, website and on REACHALERT, and in the Lebanon Reporter if any changes are made to the meeting schedule; or additional meeting dates are added.

Pet Tags:

We have the 2022 pet tags, and can begin selling them January 3rd. The cost is still \$5 per pet up to 3 pets, and no charge for any additional pets. We will need shot records and photos for any new pets. For returning pets we will need updated shot records and a new photo if your pet has grown since the last tag was purchased.

Reach Alert:

If you have not already signed up for Reach Alert, PLEASE do so. We use Reach Alert to get messages, reminders, and alerts out to as much of the community as possible as quickly as possible. Sign up at www.reachalert.com or call (877)307-9313. Please contact the office if you need assistance.

Advance Food Distribution:

The drive thru food pantry located at the Advance Volunteer Fire Dept - 106 E Wall St is held the 3rd Tuesday of each month from 4PM to 5:30PM. This is available for all Boone County residents or those that live within a 10 mile radius of Advance. When you arrive please be aware of your surroundings and watch for instructions. Please do not block streets and/or intersections. Be safe and courteous.

Paying With Checks:

When paying with checks please be sure to use **black** or **blue** ink. Please make sure your account number is on the check and review your check to ensure all fields have been filled in correctly and **the written amount and the numerical amount should match.**

*"If you can dream it, then you can achieve it. You will get all you want in life if you help enough other people get what they want."
- Zig Ziglar*

Clerk-Treasurer's Desk

Bills/Mail Issues:

For those with PO Boxes, your invoice is taken directly to the Post office and placed in your box. For those with home mail delivery, they are mailed. The latest bills have been mailed is the 8th due to a holiday, and by ordinance should be mailed by the 10th. We realize that the 10th makes it difficult with turnaround, so we strive to have them out by the 4th or 5th. As the Post Master General has stated (on

the news) mailing is taking longer even for local mail; this needs to be taken into consideration. The holiday season may cause even longer delays. We do offer multiple ways to pay. If you do not receive your invoice timely, please do not hesitate to contact our office for your total.

Emergency phone:

Please do not call the after hours emergency phone with billing questions. The person answering

the phone does not have access to your account information. The phone is **ONLY** for utility emergencies such as power outages or water leaks.

Please do NOT turn your own water on or off at the meter. You will be charged for any damages and equipment if it breaks. You do have the option to install a shut off inside your home.