

## Water Bill Split - Hirvensarvi 16 B

When a new HSY bill arrives

1) Note the billing period start/end dates.

2) Note the totals:

- Basic fees total (perusmaksu)
- Consumption total (kayttomaksut)

3) Read sub-meters at the start and end of the same period:

- AS-1 (Ameen)
- AS-2 (Jussi)
- Go to the maintenance room and take a photo of both readings.
- Take the start reading on the first day of the period.
- Take the end reading on the last day (evening) or the next morning.
- Note: Jussi will go to the maintenance room on these days to take the readings, and Ameen will do the same.

4) In the app: Split current bill

- Enter period, totals, and sub-meter readings (or usage only).
- Optional: add main meter readings to see mismatch status.
- Click Calculate split.

5) Use the Settlement line and WhatsApp copy/paste.

6) Keep "Save this period to history" checked.

Mismatch policy

- Default is display-only (ignore mismatch).
- Manual override is available:
- Split mismatch 50/50
- Split mismatch proportional
- Use override only if both parties agree.

Why this option exists

- If main meter and sub-meters do not match, you can decide how to handle the difference.
- Default is to ignore it. Use 50/50 or proportional only when you agree.

True-up / Reconciliation (corrections)

- A true-up is an HSY correction of earlier estimated bills.
- Use this page only when HSY sends a correction.
- Enter a positive amount for an extra charge or a negative amount for a credit.
- Select usage from saved periods or enter it manually.
- The amount is split proportionally by sub-meter usage.
- If the amount is positive, Ameen reimburses Jussi, since Jussi pays HSY.

History

- History page shows past periods and computed shares.
- Data is saved in a shared Google Sheet. Ameen will share the link with Jussi.

HSY billing periods (4x per year in 2026)

- 01/01/2026 - 31/03/2026
- 01/04/2026 - 30/06/2026
- 01/07/2026 - 30/09/2026
- 01/10/2026 - 31/12/2026

When to take sub-meter readings (2026)

Go to the maintenance room on these dates:

31/03/2026 ? End of Q1, Start of Q2

30/06/2026 ? End of Q2, Start of Q3

30/09/2026 ? End of Q3, Start of Q4

31/12/2026 ? End of Q4, Start of Q1 2027

- One reading serves as both the END of one period and the START of the next.
- Best times: Late evening (21:00-23:59) on the last day,  
OR early morning (06:00-08:00) on the first day of the new period.
- Overnight water usage is minimal, so either time works.
- Ameen also will go on these dates to the maintenance room to take the readings.
- Both should take readings at the same time for accurate billing.