

## **ACKNOWLEDGEMENT OF RESPONSIBILITY:**

By signing this agreement, I acknowledge that I am responsible for the billing of this meter until such time that I notify the City of Luthersville Water Department that services need to be disconnected. I understand that I must complete a disconnect request form to terminate service and file a forwarding address for final bills and refund.

I also hereby acknowledge that I am prohibited by the City of Luthersville from connecting my plumbing to any other water source while connected and receiving service from the City included but not limited to wells located on my property or any other private water supply.

I hereby grant the City of Luthersville's Water Department access to my property for the purpose of repairing, installing, removing, checking or reading the meter installed on my property. I also acknowledge that the meter and meter box is the property of the City of Luthersville Water Department and shall remain so. The City of Luthersville Water Department shall have the authority to control and regulate its use. I also acknowledge that tampering with the meter or any of the Water System's equipment has severe consequences with possible prosecution and arrest. Customer will be responsible financially for any equipment or parts damage during any theft attempt or act.

### **DEPOSIT INFORMATION**

Customer agrees to pay a deposit in the amount of \$125.00 (Residential Property Owners), and \$150.00 (Commercial Property Owners). Any past due balances from a previous address must be paid before service is restored at the new address.

**AS A TENANT:** I understand that the Water account for this property will be in my name and I will be responsible for paying all charges for water service to the property during the time I am the Tenant of the property. I also understand that failure to pay such charges on the active account when due may result in the discontinuance of service.

**WATER LEAKS:** All water going through the meter will be the customer's responsibility. Any leaks between the meter and the residence is the customer's responsibility. If a leak is found by the City of Luthersville, the Water Department has the right to cut the water off until customer can have the leak repaired. The City of Luthersville **will not be** responsible for any water damage inside the residence due to any water leaks.

**BILLING POLICY:** Water bills are mailed the first of the month and are due by the 15<sup>th</sup>. If the account is not paid by the due date, an automatic 10% late fee will be added. Service will be disconnected if the full payment is not received by the 27<sup>th</sup> of the month. Once service is disconnected, full payment must be made including a \$50 reconnect fee before service is restored. Failure to receive a statement does not excuse your obligation to pay. In addition, a payment drop box is provided for your convenience. **You will not receive a past due notice.**

**DISCONNECT POLICY:** Accounts are due on and payable by the 15<sup>th</sup> of each month. Service will be disconnected if full payment is not received in our office by the 27<sup>th</sup> of the month. Service will only be reconnected after account is paid in full, including all past due penalties and reconnection fee of \$50.00.

**RETURNED PAYMENTS:** Customers with returned checks will be charged a \$40.00 fee and assessed a late fee of 10%. All returned payment must be settled within five (5) business days or the service will be disconnected. If the service is disconnected there will be a \$50.00 reconnection fee added to the account. After the second returned payment, only cash or money orders will be accepted for payment.

**COLLECTION OF OUTSTANDING DEBTS:** The City of Luthersville may use any means necessary to collect a debt including turning the account to a collection agency, Magistrate Court, and/or but not limited to placing a lien against the property for which said fee was charged and the owners and owners thereof. Any costs incurred when legal action or an outstanding agency is required to collect outstanding balance all legal fees and court cost will be added to the debt and will be the responsibility of the customer.

**FOR ALL RESIDENTS OF LUTHERSVILLE ONLY:** The City of Luthersville will provide sanitation service to all residents inside the city limits of Luthersville. A fee of \$14.50 will be added to the monthly water bill for this service which will be due by the 15<sup>th</sup> of each month. The scheduled pick up day will be on Tuesday each week.

**I have read, and have been explained this policy and understand my responsibilities incurred by my request for water service.**

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SIGNATURE

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DATE