

## **POLICIES**

When a customer purchases any property on the water system, before the water can be put in their name, we must receive the following:

- A copy of the Warranty Deed showing proof of ownership on the day service is established. Our Board reviews and approves all property transfers at our monthly Board meetings.
- Any new construction (including new dwellings and trailer homes) where there has not been service we will need to submit a copy of the deed to our engineer for approval.
- A completed customer information sheet
- All previous charges on the property must be paid in full before account is put into new owner's name. Any unpaid amounts go with the property.
- If your bill becomes past due for over 90 days, your meter will be pulled and membership will be cancelled and you will have to pay \$1125.00 for new meter and membership.
- The water system's responsibility stops at the meter. Any water that goes through the meter is the member's responsibility.
- Any changes to the account will need to be made by the Owner.

**OTHER FEES:** Insufficient Funds \$27.50

**Cut Lock Fee:** If lock is cut a fee of \$50.00 will be added to the account and proper law enforcement agency will be contacted and a report will be filed.

## **RENTERS**

If this is to be a rental property, and the property owner wants the renter on the billing the charge of \$25.00 to the renter and the proper paperwork need to be completed by the renter. If the account becomes delinquent for ninety days, the owner's membership will automatically be cancelled.

## **NEW MEMBERS**

At this time the cost for the New Membership and meter setting is \$1125.00, if our main line is on YOUR side of the road. If the line is on the opposite side, then it would require a road bore and the customer would have to pay for this bore before water service is connected. If Membership has been cancelled at the request of the property owner, it will cost \$90.00 reinstatement fee; plus any back charges on that property. If former owner does not cancel Membership and wants to transfer to new owner a \$25.00 transfer fee applies.

## **ARTICLE VI, SECTION 3 OF BY-LAWS STATES NO REFUNDS**