



TOWN OF ORDWAY

WATER SERVICE APPLICATION & AGREEMENT

Billing Policy

READ BEFORE SIGNING

Each Owner of premises or user of water shall be required to pay the water, sanitation, and sewer bill in full on or before the 19th of each month and in the event that any water bill is not paid on or before the 19th of each month, a late charge in the amount of 10% shall be assessed and paid by the owner or user. If the bill and assessed late charges are not paid in full by the end of closing on the last day of the month, the owner or user services will be shut off. A \$25.00 disconnect fee and a \$25.00 reconnect fee will be assessed to the account holder and this fee, plus the overdue bill and assessed charges must be paid in full before the services can be reconnected. If the 19th or the last day of the month falls on a weekend or holiday, the bill will then be due by the closer of business on the following business day. There will be no second notices or door hangers distributed for late bills or shut-off notices. A \$100 deposit is due at the time of the application.

By signing this application, I certify that the below information is true to the best of my knowledge and that I have read and agree to the billing policy above.

Signature of Owner/User _____

Date of Application: _____ Name: _____
(As you want it to appear on your bill)

Service Address: _____ Ordway, CO 81063

Billing Address: _____

Customer Type (Circle One) COMMERCIAL RESIDENTIAL

Phone Number: _____ Message Number: _____ E-Mail: _____

Place of Employment _____

If Renting: Landlord Name: _____ Phone: _____

Landlord Address: _____

Drivers License Number _____ State Drivers License Issued _____ SS Number _____

Date of Birth _____ \$100 Deposit Paid (Staff Signature) _____