

**Meter #:** \_\_\_\_\_ **Read:** \_\_\_\_\_ **Account #** \_\_\_\_\_

## City of Collinsville

### Commercial Application for Water/Sewer Service

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address of Service: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ Email: \_\_\_\_\_

**Water Deposit: \$350.00**

Date Paid: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Water meters are read on or about the 20<sup>th</sup> of each month. Bills are mailed on the last working day of the month and due between the 1st day and 10th day of each month. Payments made after the 10<sup>th</sup> day of the month will have a fifteen percent (15%) penalty added to the total amount due. Payments dropped in the City Hall drop box before 8:00 a.m. on the 11<sup>th</sup> day of the month will be posted as paid on the 10<sup>th</sup> day of the month.

**Service termination:** Unless an extension has been requested and approved by City Hall office personnel, service will be terminated at noon the 16<sup>th</sup> day of the month for all unpaid utility bills. Extension request must be made in person no later than 9:00 a.m. on the 16<sup>th</sup> day of the month. After the granting of an extension a fee of twenty-five dollars (\$25.00) will be billed to the account. All charges must be paid in full by 8:00 a.m. on the 22<sup>nd</sup> day of the month. Should payment not be received in full by 8:00 a.m. on the 22<sup>nd</sup> day of the month water service will be terminated and reestablishment must then occur before water service is reactivated. Disconnection of service after termination will be conducted by authorized City personnel as soon as possible after the termination of service. **(City Ordinance 529).**

**Reestablishment fee:** After services have been terminated, there will be a fifty dollar (\$50.00) reestablishment fee added to your account. **(City Ordinance 530)** Tampering with a meter or cutoff valve by anyone after the City of Collinsville has terminated and disconnected service for non-payment will be charged with a misdemeanor subject to a fine of \$25 to \$200.00 and or turning their water off and not reestablishing the said water service until the said party or parties have satisfied the City of Collinsville as to the damages incurred. **(City Ordinance 322).**

**Responsibility:** The customer is responsible for all problems and leaks with water service on their side of the meter. The City of Collinsville is responsible for all problems and leaks on the City side of the meter. When a customer request that a meter be pulled and tested for accuracy a \$20.00 fee will be required at the time of the request. If the meter proves to be registering inaccurately, the fee is refunded and the meter repaired or replaced. If the meter proves to be registering accurately, the fee is not refunded.

The customer is responsible for the Endpoint Cellular equipment. Should the customer damage the Endpoint Cellular equipment they will be assessed the cost of new equipment, labor to remove and reinstall new cellular equipment.

Trash service is mandatory to all City water service users. Regular trash, recycle, and bulk trash (large trash items) are picked up each Wednesday at curbside. Please limit household trash to six (6) bags at a maximum of forty (40) pounds weight per bag. All household trash and recycle trash must be in poly-carts (provided). Each household is allowed 2 yards of bulk trash (large items) per week. The contractor reserves the right to refuse collection service to anyone in the City allowing others outside City service area to place trash within the city for collection with theirs.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**A copy of Driver's License/ID is Required**