

CITY OF WILLITS

111 E. Commercial St. • Willits, CA 95490 • (707) 459-4601 • Fax (707) 459-1562

WATER SERVICE APPLICATION

1. SERVICE REQUEST

DATE TO START SERVICE: _____ SERVICE ADDRESS: _____

Please check one: I own this home I rent this home I am an agent for this property

Have you ever had an account in Willits prior to this application for service? No Yes (If Yes, complete next line)

Address of Last Account: _____ Approximate Date Closed: _____

2. APPLICANT INFORMATION

Name: _____
Last First Middle

Billing Address: _____
Street City State Zip

Contact Info: _____
Home Phone Cell Phone E-Mail Address

Identification: _____
Driver's License Number Social Security Number

Employment: _____
Employer Name Employer Phone Number

Employer Street Address City State Zip

3. CO-OCCUPANT INFORMATION

Name: _____
Last First Middle

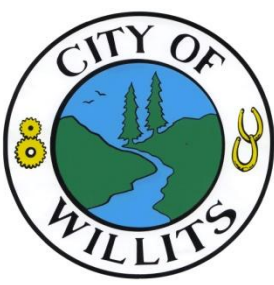
Identification: _____
Driver's License Number Social Security Number Relationship to Applicant

4. PERSONAL REFERENCES (local friend or relative NOT living with you)

Name: _____ Name: _____
Address: _____ Address: _____
Daytime Phone: _____ Daytime Phone: _____

5. FOR OFFICE USE ONLY

Account Number: _____ Date of Meter Reading: _____ Date Account Created: _____	<p align="center">FULL PAYMENT REQUIRED (Checks made payable to the City of Willits)</p> <input type="checkbox"/> \$42.00 if Homeowner <input type="checkbox"/> \$75.00 if Renter <input type="checkbox"/> \$75.00 if Small Business <input type="checkbox"/> \$105.00 if Restaurant <input type="checkbox"/> Deposit Waived – meets prior acct req.	<p align="center">CITY DATE STAMP</p>
TOTAL AMOUNT DUE/PAID: _____		



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WATER SERVICE AGREEMENT

TERMS OF SERVICE

By signing this application, the applicant or owner of the subject property agrees unconditionally to comply with all the provisions of the Willits Municipal Code and specifically Chapter 14 thereof and to pay all fees for water service provided to the subject property in accordance with any fee schedule adopted by the City of Willits pursuant to said code.

No interest shall be paid on any deposit made with the City. Upon discontinuance of service, the City shall refund any deposit balance in excess of unpaid bills or other indebtedness.

Water service will begin the day requested and a bill will be sent out the first of each month. Said bill will consist of a meter charge and a water consumption charge. If there is no consumption, the meter charge will still apply. Meter charges are made to cover those ongoing costs to maintain the service connection that are not related to actual water use.

A 10% late fee is added to accounts not paid by the 30th of each month. A fee of \$40.00 will be collected for service reconnection during normal business hours. An *additional* fee of \$100.00 will be collected for after-hours reconnection. If an item is returned or rejected for any reason, we will add a \$25.00 charge, PLUS the bank fee cost to your account.

SUMMARY OF WATER BILLING SCHEDULE

- Day 1 - Initial Billing (Water bills go out for the previous month)
- Day 21 - Reminder Notices Sent
- Last day of the Month - Payment Due
- First day of the following month - Account Delinquent, 10% Late Fee Penalty Added
- Day 45 - Water Service Disconnection for Non-Payment

*If customer has moved and left an uncollectable account:

- Day 91 - Certified letter sent to last known address regarding collection process
- Day 106 - Account sent to collection agency.

The customer is responsible for all water that flows through the meter. Please call the Utility Billing Clerk at (707) 459-7916, if you do not receive your water bill by the 15th of the month.

PAYMENT METHODS ACCEPTED: Cash, Check, Money Order, Visa, MasterCard, DISCOVER.

ENFORCEMENT

If the customer fails to comply with the terms and conditions of this service agreement, the City of Willits retains the right to terminate water service. Any expenses associated with the enforcement of this agreement shall be paid by the customer.

I understand that all fees are subject to change based on the City Council Resolution and I am responsible for all charges accrued on the account. I acknowledge that I have received a copy of this "Water Service Agreement", and a copy of the "Water Rates", which outlines my responsibilities and billing and payment procedures; and I fully understand the terms and responsibilities of having a water/sewer account with the City of Willits.

Signature of Applicant

Date

Signature of Co-Occupant

Date