



Copeville SUD

Strengthening our community with
quality and service

Office 972-853-4630
Fax 972-853-0060

www.copevillewater.com
mywater@copevillewater.com

Requirements for New Service

Paperwork Required:

- Completed Bulk Service Application & Agreement (in office or online at www.copevillewater.com under forms)

Fees/Inspections Required:

- Refundable Deposit \$3000.00

Important Information

It is the customer's responsibility to inform Copeville SUD of contact information changes (example: billing address, phone number, draft information, email address) at any time after submission of application.

The water bill is due date on the 10th of every month. There is a minimum monthly rental charge of **\$750.00**. There will be a \$20.00 penalty for any payment made after the 10th. Water meters are read each month on or close to the 18th of each month and mailed on or before the 25th of each month. Bills are considered delivered unless returned by the US Post Office. Failure in delivery does not excuse or authorize a delay in payment. If you think an error has been made on your bill, please contact us immediately. If you have not received your water bill by the 1st of the month, please contact the water office. There will be a 30.00 returned check/draft fee.

Payments may be mailed to the PO Box above or dropped at the water office located at 16120 FM 1778 Nevada, TX 75173. We accept Visa, MasterCard, Discover, and American Express payable at the water office, by phone 972-784-1163 or online at www.copevillewater.com. There is a convenience fee for credit card transactions for Paystar:
\$0.01 - \$50.00 = \$1.95 \$50.01 - \$100.00 = \$2.65 \$100.01 - \$2000.00 = 2.65%

**Sign up for a billpay account through our website to see your water meter, pay your bill and more.

Late/Disconnect notices are mailed out on the 11th of every month, payment must be received by the 25th of the same month to avoid service disconnection. If the meter has been locked there will be a \$75.00 reconnect fee within office hours and \$150.00 reconnect fee after office hours, and any outstanding balance will have to be paid before reconnection.

Water leaks on the customer side of the meter are the responsibility of the customer. Copeville SUD has a leak policy that might be able to help with your bill. If you have a leak, please call the office to discuss options available.

Customer should install a pop off valve or expansion chamber on the hot water heater because Copeville SUD is a closed water system.



<u>DISTRICT USE ONLY</u>	
Date Approved:	_____
Service Classification:	_____
Cost:	_____
Work Order Number:	_____
Eng. Update:	_____
Account Number:	_____
Service Inspection Date:	_____

BULK WATER SERVICE APPLICATION AND AGREEMENT

Please Print: DATE: _____

APPLICANT'S NAME: _____

METER LOCATION: _____

ACCOUNTS PAYABLE CLERK: _____

PHYSICAL ADDRESS:

BILLING ADDRESS:

PHONE NUMBER: – **Contractor#** (_____) _____ - _____ **Accounts Payable#** (_____) _____ - _____

EMAIL ADDRESS: _____

METER AND BACKFLOW DEVICE NUMBER: _____ / _____

BEGINNING READING: _____

ENDING READING: _____

SPECIAL SERVICE NEEDS OF APPLICANT _____

NOTE: FORM MUST BE COMPLETED BY APPLICANT ONLY. A MAP OF SERVICE LOCATION REQUEST MUST BE ATTACHED.

The following information is requested by the Federal Government in order to monitor compliance with Federal laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname.

- White, Not of Hispanic Origin
 Black, Not of Hispanic Origin
 American Indian or Alaskan Native
 Hispanic
 Asian or Pacific Islander
 Other (Specify)
 |
 Male
 |
 Female

By execution hereof, the Applicant agrees that non-compliance with the terms of this agreement by said Applicant shall constitute denial or discontinuance of service until such time as the violation is corrected to the satisfaction of the District.

Any misrepresentation of the acts by the Applicant on any of the pages of this agreement shall result in discountenance of service pursuant to the terms and conditions of the District Rate Order.

Deposit with District Meter & Backflow _____	\$ 3000.00
Rental Fee _____	\$ 750.00 per month
Water Rate _____	\$ 20.00 PER 1,000 Gal

Billing Cycle: due date is 10th of each month.
Late charge: \$20.00 is assessed if not paid by due date.

Meters are read mid-month with bills mailed on or before the 25th. Bills are considered delivered unless returned by the U.S. Post Office, if you think an error has been made on your bill, please contact us immediately.
Also notify the office if you have not received your bill by the 1st of the month.

Payments may be mailed to P.O. Box 135, Copeville, TX 75121 or dropped off at the office located at 16120 FM 1778, Nevada, TX 75173. We accept Checks, Cash, Money Orders, Visa, Mastercard, Discover, and American Express payable in either the office, by phone 972-784-1163 or online at www.copevillewater.com. There is a convenience fee for credit card transactions for Paystar:
\$0.01 - \$50.00 = \$1.95 \$50.01 - \$100.00 = \$2.65 \$100.01 - \$2000.00 = 2.65%
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Disconnect notices: notices are mailed to all delinquent accounts on the 11th of each month. Please call if you have a problem with paying on time.

Reconnect fees: (following disconnect for non-payment) Monday - Friday 8:00 a.m. – 4:00 p.m. there is a \$75.00 reconnect fee. After the before mentioned hours there is a \$150.00 reconnect fee.

Copeville SUD will charge a \$3000.00 Damage Fee for any waterlines that is hit after locates have been completed and if the waterline was hit and locates were not requested by the contractor.

Late charge \$20.00

Return check \$30.00

Applicant

District Representative

Date