



WARREN COMMUNITY WATER AND SEWER ASSOCIATION, INC.

Route 4, Box 120
Marietta, Ohio 45750
Phone 373-8476

BILLING POLICY

Bills are mailed about the first day of each month and are due on the fifteenth of the month.

After the fifteenth of the month a 10% penalty will be assessed on the current bill.

If the bill is not paid by the fifteenth of the following (second) month, the water service will be disconnected.

A disconnect notice with a final due date will be sent. Failure to receive this notice will not be considered as a reason not to disconnect service since it will be assumed that the customer should be aware that their bill is overdue after the fifteenth of the second month. There will be a \$50.00 charge to restore service if it is disconnected for non-payment.

Disconnection after the fifteenth of the second month may be avoided by one of three procedures:

- (1) Payment in full of amount due. (Before due date)
- (2) A schedule of payments arranged prior to disconnection. This schedule must be strictly adhered to after being set up, with ALL past due amounts to be paid within 30 days.
- (3) Appeal in person before the Board of Trustees at the soonest regularly scheduled meeting. This appeal must be arranged by calling the office before the disconnect date.

Policy adopted 11/1/94
11-94