

TOWN OF CHARLOTTE COURT HOUSE

P.O. Box 246

Charlotte Court House, VA 23923

OFFICE HOURS: 9:00 a.m. – 1:00 p.m.

(434) 542-5781

WATER SERVICE AGREEMENT

REQUIREMENTS FOR WATER SERVICE CUT-ON: \$90.00 refundable deposit
\$25.00 non-refundable connection fee
(a total \$115.00 must be paid prior to water being turned on)
Current mailing address and telephone number

- WHAT YOU SHOULD KNOW:
- Water bills are due the 5th of each month.
 - The minimum monthly charge is \$25.00.
 - To avoid a 10% late penalty the entire water bill must be paid.
 - Water service will be cut-off on the 15th of the month if an unpaid balance exists.
 - A \$25.00 reconnect fee will be charged to reestablish water service that was discontinued due to non-payment.

For your convenience, a payment drop box is located near the front door of the Municipal Building. Please deposit checks and money orders only; DO NOT leave cash in the drop box.

The Bank of Charlotte County accepts water payments during their regular business hours.

WATER BILLING SCHEDULE			
Bills Mailed	Payment Due Date	10% Late Penalty Applied	Cut-off for Non-Payment
January 10, 2016	February 5, 2016	February 6, 2016	February 15, 2016
February 10, 2016	March 5, 2016	March 6, 2016	March 15, 2016
March 10, 2016	April 5, 2016	April 6, 2016	April 15, 2016
April 10, 2016	May 5, 2016	May 6, 2016	May 15, 2016
May 10, 2016	June 5, 2016	June 6, 2016	June 15, 2016
June 10, 2016	July 5, 2016	July 6, 2016	July 15, 2016
July 10, 2016	August 5, 2016	August 6, 2016	August 15, 2016
August 10, 2016	September 5, 2016	September 6, 2016	September 15, 2016
September 10, 2016	October 5, 2016	October 6, 2016	October 15, 2016
October 10, 2016	November 5, 2016	November 6, 2016	November 15, 2016
November 10, 2016	December 5, 2016	December 6, 2016	December 15, 2016
December 10, 2016	January 5, 2017	January 6, 2017	January 15, 2017

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Please detach and retain the upper portion of this document. Please return the lower portion with your payment.

I, the undersigned, have read and understand the above information and requirements.

SIGNATURE

DATE

PRINTED NAME

PROPERTY ADDRESS

MAILING ADDRESS

CONTACT PHONE NUMBER