

CITY OF MARION

REQUEST FOR NON-RESIDENTIAL WATER/SEWER SERVICE

Please contact the City of Marion Planning and Inspection Department to verify that the intended use of the property is permitted within the city limits. A business license may also be required.

BUSINESS NAME _____

SERVICE ADDRESS _____

MAILING ADDRESS _____

BUSINESS TELEPHONE _____ **OTHER TELEPHONE** _____

OWNER /CONTACT PERSON _____

BUSINESS FED ID # _____

OWNER DRIVERS LICENSE _____

TYPE OF BUSINESS _____ **NUMBER OF EMPLOYEES** _____

CONNECTION DATE REQUESTED _____

ARE YOU INTERESTED IN BANK DRAFT? _____

I HAVE RECEIVED A COPY OF THE BILLING PROCEDURE AND THE REMINDER TO TURN OFF ALL FAUCETS.

SIGNATURE _____ **DATE** _____

**THE CITY OF MARION WILL USE THIS INFORMATION FOR COLLECTION PURPOSES.
UNPAID BALANCES MAY ALSO AFFECT YOUR NORTH CAROLINA INCOME TAX REFUND.**

A RATE SCHEDULE IS AVAILABLE UPON REQUEST

City of Marion Water Billing Procedures

This agreement has been prepared to explain the Water Billing Procedures of the City of Marion and to eliminate any confusion regarding due dates, late payments penalties and disconnection for non-payment.

Marion City Code

Sec. 20-36. Water billing procedure.

- (a) Each water meter shall generally be read once every month.
- (b) Statements based upon such reading shall be rendered and all accounts shall be due and payable the first day of the month in which the bill is received. To avoid any confusion, the due date shall be printed on the bill.
- (c) Customers who fail to pay the amount charged for either water or sewerage services by 5:00 p.m. local time, the fifteenth day of the month in which the statement is received shall be charged a late penalty in the amount stated in the current ordinance establishing water/sewer rates, connection fees, cost recovery charges and other miscellaneous charges. Customers who fail to pay the amount charged for either water or sewerage services by 5:00 p.m. local time the twenty-fifth day of the month in which the statement is received shall be charged an additional late penalty in the amount stated in the current ordinance establishing water/sewer rates, connection fees, cost recovery charges and other miscellaneous charges and water service to the premises shall be turned off.
- (d) Delinquent accounts where the water has been turned off shall not have such services restored until such delinquent account, including all penalties, has been paid in full.

(Code 1982, § 5-1025; Ord. of 5-3-88, § 1; Ord. of 2-5-91, Art. II, § 5; Ord. No. O-09-07-21-2, § 2, 7-21-09)

.....

IF YOU DO **NOT** RECEIVE YOUR WATER/SEWER BILL BY THE FIFTH (5TH) DAY OF THE MONTH, PLEASE CALL THE WATER DEPARTMENT AT (828) 652-3551. FAILURE TO RECEIVE YOUR BILL DOES **NOT** CHANGE THE POLICY. THE CITY IS RESPONSIBLE FOR MAILING THE BILL TO THE PROPER ADDRESS BUT CANNOT GUARANTEE ITS DELIVERY. PAYMENT IS **NOT** MADE UNTIL THE CITY RECEIVES THE PAYMENT AT THE WATER DEPARTMENT. IF YOU MAIL YOUR PAYMENT, IT MUST BE RECEIVED BY THE WATER DEPARTMENT BY THE DATE AND TIME SPECIFIED. IF YOU MAIL YOUR PAYMENT, YOU MAY CALL TO VERIFY IT HAS BEEN RECEIVED.

Please Retain This Copy For Your Records

CHECK YOUR FACETS

All water facets on the premises must be turned off before service can be connected. If the meter indicates water usage, the meter reader will record the reading, but turn the water back off.

If a City employee is required to return to the location a second time to turn the water on, a cut-on fee of \$15.00 may be added to your account.

At avoid a delay in water service and additional cost, please make sure all facets are turned off.

CUSTOMER COPY