

CITY OF MARION

REQUEST FOR RESIDENTIAL WATER/SEWER SERVICE

IDENTIFICATION IS REQUIRED

PRIMARY APPLICANT _____

JOINT APPLICANT _____

SERVICE ADDRESS _____

MAILING ADDRESS _____

RESIDENCE PHONE _____ CELL PHONE _____ MSG PHONE _____

DRIVER'S LICENSE OR ID # _____

IF RENTING
LANDLORD _____

TELEPHONE _____

CONNECTION
DATE REQUESTED _____

ARE YOU INTERESTED IN BANK DRAFT? _____

I have received a copy of the billing procedure & the reminder to check all faucets to the premises.

SIGNATURE _____ DATE _____

PLEASE NOTE

The City of Marion will use this information to assist with the collection of any balance left owing on this account. Unpaid balances may also affect your North Carolina income tax refund. Water deposit refunds are made payable to the primary applicant only. A rate schedule is available upon request.

CITY OF MARION

Customer Social Security Number Collection Form

CUSTOMER SOCIAL SECURITY NUMBER COLLECTION FORM

This form is not a Public Record and may NOT be disclosed except as permitted by G.S. 132-1.10(b).

Purpose of form: The City of Marion ("City") is required to collect payment for all water and sewer services provided to customers. Your social security number will be used to facilitate collection of your water and sewer bill or any other water and sewer-related charges if you do not pay the bill voluntarily when due. Using your social security number will allow the City to claim payment of unpaid water and sewer charges from any North Carolina state income tax refund that otherwise might be owed to you. Your social security number also could be used in other collection efforts such as from a commercial collection agency or to disclose your payment history to a national credit bureau.

Statement of Privacy: Your social security number will be maintained in a secure manner and will not be divulged for any purpose other than stated above, or as allowed under the Identity Theft Act of 2005 in G.S. 132-1.10(b). These exceptions include release to another governmental entity or its agents, employees, or contractors if disclosure is necessary for the receiving entity to perform its duties and responsibilities and disclosure to other parties if the social security number is redacted (meaning that the number is truncated or otherwise not displayed in excess of the last four digits).

Under penalty of perjury, I affirm that the number shown on this form is my correct Social Security Number.

Customer Name: _____

Address for service: _____
Street City Zip

Billing address if different: _____
Street City Zip

Social Security Number: _____

Customer Signature Date

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)

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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