

**CITY OF CONCORDIA, KANSAS  
UTILITY SERVICE CONTRACT**

COLLECTION POLICY:

DATE:

All amounts due for water, sewer service, landfill utilization charges, and other utility-related fees or charges authorized by ordinance shall be billed monthly. The billing statement shall provide for both dates upon which payment is due and when meter will be shut off due to non-payment, which shall be not less than 20 calendar days after the date of mailing of the billing statement. If a water bill, sewer service charge, or other utility-related fee or charge authorized by ordinance is not paid on or before the due date, an affected party shall be afforded opportunity for a hearing on the past-due account and any proposed disconnection of service by contacting the City Water/Sewer Dept. at City Hall.

Delinquency fee and disconnection. If a delinquent water bill, sewer service charge, or landfill utilization charge is not paid within the time provided in subsection (a), the consumer shall be charged a delinquency fee of \$30.00. Service shall be disconnected, and shall not be reconnected until all unpaid charges, penalties, and fees have been paid in full. If a consumer requests that reconnection occur at any time other than the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday excluding legal holidays, the consumer shall be charged an additional fee of \$30.00.

Deposit. When a residential tenant requests connection of water service to a premises, the residential tenant shall pay a deposit in the amount of \$100.00. The deposit must be paid in full before service is provided. The deposit shall be held and accounted for as required by K.S.A. 12-822 and any amendments thereto. At such time as the consumer has completed 12 consecutive months of payment for water and sewer service without delinquency, the deposit and any accrued interest shall be refunded to the consumer. If a consumer who has had a deposit refunded discontinues service at a premises and applies for and is allowed to connect to the system at a different premises, no deposit will be required. No deposit shall be required for connection of water service requested by the owner thereof, or for connection of water service to any premises not occupied as a residence.

Connection fee. Any consumer who applies for and is allowed to connect a premises to the system shall pay a fee of \$20.00. Any consumer who discontinues service at a premises and applies for and is allowed to connect to the system at a different premises shall pay a fee of \$20.00. All connection fees shall be added to the first utility bill for the account.

Failure to receive a water or sewer service bill will not be a valid excuse for failure to pay the bill, as each property owner is conclusively presumed to know of the accruing of such bills and charges.

RATE STRUCTURES: See Water Rate schedule as set out by Ordinance No. 2015-3097 adopted 8-19-15. See Sewer Rate schedule as set out by Ordinance No. 2014-3086 adopted 11-19-14.

Accepted for the City: Director of Utilities

By \_\_\_\_\_

I, the undersigned, do hereby agree to pay the City of Concordia, Kansas, at the Water and Sewer Utility Offices, for water and sewer utilities services as specified above, beginning on the date of connection to premises. Payment is to be made monthly within 20 days from date of billing or within the time specified in Section 1 hereof. IF I DO NOT SIGN THIS DOCUMENT IN FRONT OF A CITY OF CONCORDIA EMPLOYEE, I AGREE TO HAVE THE DOCUMENT NOTARIZED BY A LICENSED NOTARY.

I further state that I am not, as of this date, in arrears to the City of Concordia, Kansas for any previous utility bills.

_____	_____	_____
Customer Signature	Service Address	Date Service Begins
_____ Rent    _____ Own	_____	
	Billing Address (if different from above)	
_____	_____	
Customer Name	Phone Number	
Email _____	_____	_____
City Newsletter <input type="checkbox"/> Yes <input type="checkbox"/> No	S.S.N. # / FED ID#	U.S. Driver's License #
Residential or Commercial	Residential or Commercial	Deposit New Service
Service Connection Fee \$20.00 _____	Service Transfer Fee \$20.00 _____	\$100.00 _____

\* The sewer amount is based on the first full month's water consumption for new consumers and annually re-figured on the average; water consumption for Jan.-Feb. with the new sewer amount appearing on the April billing.