

DATE: _____
 ST. ADDRESS: _____

CITY OF TOLEDO WATER/SEWER UTILITY CHANGES

NEW ACCOUNT NAME: _____ **ACCT. #** _____

CONTACT ACCT (OWNER)
 ACCOUNT (RENTER)

 Mailing Address (PO Box/Street) City/State Zip Zip + 4

() _____
 Phone # Email

CURRENT ACCOUNT NAME: _____ **ACCT. #** _____

CONTACT ACCT (OWNER)
 ACCOUNT (RENTER)

 Address (PO Box/Street) City/State Zip Zip + 4

() _____
 Phone # Email

Reason for change _____

Change to be Effective _____ DATE Service Fee \$ \$5.00.

- WATER/SEWER FACT SHEET EXPLAINED AND GIVEN TO CUSTOMER
- THE DIFFERENCE BETWEEN TURNED OFF AND TERMINATED HAS BEEN EXPLAINED

X _____
 Signature of Applicant

FOR OFFICE USE ONLY

WATER METER TO BE READ _____ DATE _____ METER READING _____

WATER TO BE TURNED OFF _____ DATE _____ EMPLOYEE SIGNATURE _____

SERVICE TO BE TERMINATED _____ DATE _____ DISCONNECTION APP RECEIVED EMPLOYEE SIGNATURE _____

SERVICE TO BE CONNECTED _____ DATE _____ CONNECTION APP RECEIVED EMPLOYEE SIGNATURE _____

MOVE IN/MOVE OUT	SERVICE FEE	FINAL BILL	BALANCE TRANSFER	ACCOUNT CHANGES	NEWSLETTER LIST
DATE OUT:	BILLED:	DATE:	DATE:	DATE:	DATE:
DATE IN:	<input type="checkbox"/> WATER <input type="checkbox"/> SEWER	AMT: \$	AMT: \$	<input type="checkbox"/> name <input type="checkbox"/> address	
OWNER CHANGE: <input type="checkbox"/> YES <input type="checkbox"/> NO	PAID:			<input type="checkbox"/> phone <input type="checkbox"/> email	

CITY OF TOLEDO

2021 FACT SHEET FOR NEW WATER/SEWER CUSTOMERS

- *Accounts are kept in the name of the property owner unless a Responsibility for Water/Sewer Service Charge form has been signed by the property owner.*
- **Water/Sewer billings for inside and outside city limits are sent out bi-monthly for the two (2) previous months.**

Inside City Limit Rates

- The **Water/Sewer Bill with no overage** every two (2) months is **\$252.44.**
 - **Water Rate:** city residential is **\$67.85** bi-monthly for the first 8,000 gallons of water; usage over 8,000 gallons has an overage charge of **\$3.00 per 1,000 gallons or any portion thereof applied.**
 - **Sewer Rate:** city residential is **\$80.60** bi-monthly with no overage charge.
 - **Utility Tax:** current rate is **10.5%.**
 - **Capital Improvement Fee:** bi-monthly fee is **\$80.00** (*\$10.00 for water, \$70.00 for sewer*); applied to each utility customer within and outside the Toledo City Limits. If there is only one service to a property only the service that is provided is charged.

Outside City Limit Rates

- The **Water/Sewer Bill with no overage** every two (2) months is **\$333.69.**
 - **Water Rate:** residential outside city limits are **\$101.10** bi-monthly for the first 8,000 gallons of water; usage over 8,000 gallons has an overage charge of **\$4.50 per 1,000 gallons or portion thereof applied.**
 - **Sewer Rate:** residential outside city limits are **\$120.88** bi-monthly with no overage charge.
 - **Utility Tax:** current rate is **10.5%.**
 - **Capital Improvement Fee:** bi-monthly fee is **\$80.00** (*\$10.00 for water, \$70.00 for sewer*); applied to each utility customer within and outside the Toledo City Limits. If there is only one service to a property only the service that is provided is charged.

Commercial and Industrial Rates

- Basic Commercial and Industrial rate are the same as residential, except that when an overage occurs on water an equal overage is charges on sewer.

Billing

- Billings are due when presented.
 - They become past due if not paid by the last day of the billing month.
 - A **\$20.00** late fee will be applied to past due accounts on the 1st of the following month. **There is no grace period.**
 - If billing remains unpaid on the 15th of the following month, a **\$15.00** door hanger shutoff notification fee will be charged if hanging a shutoff door hanger is necessary.
 - Water will be locked off if not paid by 9:00 a.m. the following working day after receiving a courtesy door hanger and a **\$15.00** shutoff will be charged.
 - Water will be turned back on only when all account charges, fees, and a **\$15.00** service fee are paid.
 - Bi-monthly charges accrue even though water is turned off.
- When a service has been inactive for one (1) year it may be terminated at the discretion of the Water/Sewer Superintendent.
- If past due accounts are not paid for five (5) consecutive months, the City may put a lien on the property.
- When the water/sewer service has been turned off or been inactive for six (6) months or more, it may be required to have the service, if non-standard, brought up to standard.
- Water/Sewer service may be terminated with a request in writing to the City Clerk. Then no additional charges will accrue; however, if later reconnection is desired the current fees for a new service will be charged. (minimum **\$9,000.00**)

Copies of the Water/Sewer Ordinances are available for inspection upon request to the City Clerk. (Ord. # 752)

P.O. Box 236
130 North Second Street
Toledo, WA 98591-0236
(360) 864-4564