

# TENANT APPLICATION FOR SERVICE

## DOCUMENTS REQUIRED TO OBTAIN SERVICE

NCWSA requires copies of the following documents be provided with the application:

- ✓ Lease or Other Rental Agreement
- ✓ Driver's License

<b><u>TENANT INFORMATION</u></b>		
<b>TENANT NAME:</b>	<b>DOB:</b>	
<b>SSN:</b>	<b>DL#:</b>	<b>STATE</b>

<b><u>BILLING INFORMATION</u></b>	
<b>BILLING NAME:</b>	
<b>BILLING ADDRESS:</b>	
<b>CITY:</b>	
<b>PHONE NUMBER:</b>	<b>EMAIL ADDRESS:</b>

**ADDRESS TO BE SERVED:**

**OWNER / PROPERTY MANAGER:**

**OWNER / PROPERTY MANAGER PHONE:**

BY SIGNING THIS APPLICATION FOR WATER AND/OR SEWER, THE APPLICANT AGREES TO PAY ALL COSTS OF COLLECTION OF THE APPLICANT'S UNPAID BILLS. NEWBERRY COUNTY WATER & SEWER AUTHORITY HAS THE RIGHT PURSUANT TO THE SOUTH CAROLINA SETOFF DEBT COLLECTION ACT TO COLLECT ANY SUM DUE AND OWED BY THE APPLICANT THROUGH OFFSET OF THE APPLICANT'S STATE INCOME TAX REFUND. IF NEWBERRY COUNTY WATER & SEWER AUTHORITY CHOOSES TO PURSUE DEBTS OWED BY THE APPLICANT THROUGH THE SETOFF PROCESS, INCLUDING FEES CHARGES BY THE DEPARTMENT OF REVENUE, THE SOUTH CAROLINA ASSOCIATION OF COUNTIES, THE MUNICIPAL ASSOCIATION OF SOUTH CAROLINA, AND/OR THE NEWBERRY COUNTY WATER & SEWER AUTHORITY. IF NEWBERRY COUNTY WATER & SEWER AUTHORITY CHOOSES TO PURSUE DEBTS IN A MANNER OTHER THAN SETOFF, THE APPLICANT AGREES TO PAY THE COSTS AND FEES ASSOCIATED WITH THE SELECTED MANNER AS WELL.

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CUSTOMER SERVICE REPRESENTATIVE:** \_\_\_\_\_

NCWSA



TENANT WATER USERS AGREEMENT

This Agreement entered into between the Newberry County Water & Sewer Authority, hereinafter called the "NCWSA" and hereinafter called "User".

WITNESSED:

Whereas, the User desires to purchase water from NCWSA and enter into a "Waters Users Agreement" as required by NCWSA.

NCWSA shall furnish, subject to the conditions and the limitations set out in NCWSA's rules and regulations now in force or as hereafter amended, such quantity of water as Users may desire in connection with User's occupancy located at:

It is NCWSA policy to make every effort possible to install the service by the date requested by the customer. However, due to other priorities involving the operation and maintenance of the system, NCWSA cannot make any guarantee that a customer's service will be made ready for use on any certain date. It is understood that if service cannot be provided, the tap fee paid will be refunded.

CONDITIONS OF SERVICE

- 1. The User shall comply with all rate schedules, rules, regulations, policies, and ordinances of NCWSA.
2. The User grants to NCWSA and its successors and assigns, a perpetual easement in, over, under, and upon the above described land, with the right to erect, construct, install, lay and thereafter use; operate; inspect; repair; maintain; replace; and remove water pipelines and appurtenant facilities, together with the right to utilize adjoining lands belonging to the User for the purpose of ingress and egress from the above described lands.
3. The User shall install and maintain, at his own expense, a service line to the premises.
4. The User shall make no connection between any private water system and the water system of NCWSA.
5. NCWSA will advise the user of water pressures at the meter at the time of installation. The Southern Standard Building Code recommends that where pressures exceed 80 pounds per square inch (PSI) a pressure reducing device be installed. The User assumes all responsibility for installation of any pressure reducing equipment to reduce water pressure.
6. NCWSA shall install a cut-off valve in the meter box at each service. NCWSA shall have exclusive right to use such cut-off valve.
7. NCWSA shall have jurisdiction in any question of any service line connection to its distribution system; shall determine the allocation of water to the User in the event of a shortage; may shut off water if the User allows a connection or extension to be made to his service line for the purpose of supplying water to another user.
8. The User may connect service lines and commence use on the date service is made available to the User.
9. Charges for service shall commence on the date service is made available regardless of whether the User connects to the system.
10. The failure of the User to pay charges shall result in the automatic imposition of the following penalties:
a. 10% penalty on bills not paid by the due date printed on the bill.
b. If bill is not paid within twenty (20) days of the date of bill, service will be cut off. Section 16-13-385 of the South Carolina Code of Law provides for penalties of up to \$500.00 and imprisonment for not more than 30 days for tampering with water meters. Any person who tampers with an Authority's water meter by removing or cutting locking devices or causing water to flow unmeasured from NCWSA's system, will be prosecuted under this section.
c. In the event it becomes necessary for NCWSA to interrupt service to the User's property for nonpayment, a nonpayment fee shall be imposed. Service will not be restored until the total amount due including penalties and fees are paid.
d. Non-payment for sixty (60) days after the original billing date will allow NCWSA to remove the meter and may cause forfeiture of the initial tap fee. In such an event, the User shall not be entitled to receive service under this agreement.

IN WITNESS WHEREOF, I have hereunto executed this agreement this day of ,

USER: [Redacted]

CSR: \_\_\_\_\_

Please mark the appropriate line below:

Ethnicity:  Hispanic or Latino  Not Hispanic or Latino

Race:  American Indian or Alaska Native  
 Asian  
 Black or African-American  
 Native Hawaiian or Other Pacific Islander  
 White  
 I do not wish to furnish this information

If you do not wish to furnish the above information, NCWSA's employee accepting the agreement must notate the applicant's racial and ethnicity by a visual inspection.

This information is required by the United States Department of Agriculture Rural Development Division for compliance under applicable Civil Rights Laws with regard to tracking racial data of residential utility users.