

## WATER AND/OR SEWER DELINQUENT ACCOUNT POLICY

THE POLICY OF THE HAMPTON TOWNSHIP BOARD OF TRUSTEES SHALL BE:

Twenty (20) days after the due date of each water and sewer billing, a list will be generated and a turn off notice will be sent to those customers who show arrears. This notice allows the customer an additional ten (10) days to pay.

After the ten (10) day period has passed without a payment, a RED TAG (FINAL NOTICE) will be delivered to the customer. If this property is leased, the RED TAG will be delivered to the tenant, and the owner will be mailed a copy of this water shut off notice. This allows the customer twenty-four (24) hours to pay before their water is shut off.

If the customer brings in the RED TAG, and cannot pay their full bill, they must pay at least one half and sign a payment agreement. Water service will be shut off if they paying agreement is not adhered to. The entire balance due must then be paid in full and no future agreements will be made available to the customer.

Water service will be discontinued if there is no response to the issuance of the RED TAG. Once shut off, in order to have the water turned back on, the water account must be paid in full. The red tag fee of \$15.00, the water turn off fee of \$25.00 and the water turn on fee of \$25.00 (TOTAL CHARGES \$65.00) must also be paid. If the water has to be turned on, during anytime other than the normal DPW working hours, a minimum of two hours overtime for a DPW worker's call in charge will be added to the customer.

If the water bill is delinquent for six (6) months or more, it will be entered on the next winter tax roll against the premises to which the water was supplied and it will become a lien against the property, pursuant to Ordinance 4-1.

The HAMPTON TOWNSHIP DPW takes care of turning the water off and on. Every reasonable effort will be made to assist the customer with a payment method.

Starting with the May and June 1999 billing the following will be added to every water and/or sewer bill:

NOTICE: If this bill is not paid in full on or before the due date shown on this bill, an administrative late fee equal to 6% of the delinquency will be added to your next billing.

JIM PIORKOWSKI  
HAMPTON TOWNSHIP TREASURER