

# MONROE COUNTY WATER SYSTEM CUSTOMER INFORMATION UPDATE FORM

Bills are mailed out on the 20<sup>th</sup> of each month and are due by the 10<sup>th</sup> of the following month, depending on the day service becomes active you may receive a 1-day bill for a minimum charge of \$20.00 for use of 0-1000 gal. If payment is made after the due date, a 10% penalty fee will be added to the total balance, failure to pay will result in an interruption of services. Cutoffs will occur on the 25<sup>th</sup> each month, if this date falls on a Friday or weekend then cutoffs will be performed the next business day. If you make a payment arrangement on the Water Tap Fee, it is your responsibility to make your monthly payment. **NO LATE OR REMINDER NOTICES WILL BE SENT.** For online payments you may access the portal by going to [monroecoga.org](http://monroecoga.org), you will need your **Account Number and Pin located at the bottom of this form or on the top left side of your bill.** Please make checks payable to: **Monroe County Water System or MCWS.**

## MONROE COUNTY WATER RATE STRUCTURE

	January-April & October-December	May-September
Residential Base Charge 0-1000 gal	\$20.00	\$20.00
Rate per 1000 gal for 1,001-4,000 gal	\$7.59	\$7.00
Rate per 1000 gal for 4,001-10,000 gal	\$8.97	\$8.00
Rate per 1000 gal for >10,001 gal	\$10.35	\$8.25

**Current Account Information:**

**Name:** \_\_\_\_\_ **Account Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Updated Account Information:**

**Name:** \_\_\_\_\_ **PICTURE ID REQUIRED**

**Service Address:** \_\_\_\_\_ **Billing Address:** \_\_\_\_\_  
\_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Primary Telephone Number:** \_\_\_\_\_ **Additional Number:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

**Name Change**  **Yes** **Account Number:** \_\_\_\_\_  
**Only:**  **Existing** **Online Pin:** \_\_\_\_\_  
**Type of Service:**  **Existing** **Location ID:** \_\_\_\_\_

**Clerk Signature:** \_\_\_\_\_