



Acct # \_\_\_\_\_

<i>Date:</i>	<b>APPLICATION FOR SERVICE</b>
<i>Primary Applicant Name:</i>	
<i>Secondary Applicant Name:</i>	
<b>**Please note: Account can only be discussed with the names listed on this application. **</b>	
<i>Service Address:</i>	
<i>Telephone Number:</i> (Daytime and evening, if available)	
<i>Mailing Address (if different from service address):</i>	
<i>SS# for Primary:</i>	<i>SS# for Secondary:</i>
<i>DL# for Primary:</i>	<i>DL# for Secondary:</i>
<i>Federal I.D. Number:</i> (Business only)	
<i>Email:</i>	
<i>Have you ever been a customer of the Commission of Public Works before?</i> Yes <input type="checkbox"/> No <input type="checkbox"/>	
<i>If yes, please list name on the account:</i>	
Check one: Owner _____ Tenant _____ Builder _____	
If renting, please provide the Landlord/Property Owner information:	
Landlord Name: _____	
Landlord Address: _____	
City _____ State _____ Zip _____	
Signature	Date service to be activated:

(Service will not be activated until the Renter’s Security Deposit has been paid either in the office located at 100 South Main St. New Ellenton, SC 29809 or online once the account is set up.)

**STATEMENT OF NONDISCRIMINATION**

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, or disability (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).



Acct # \_\_\_\_\_

**FOR OFFICE USE ONLY**

Renter's Security Deposit Paid: YES NO Amount: \_\_\_\_\_

Date Processed: \_\_\_\_\_

First Reading: \_\_\_\_\_

Meter ID #: \_\_\_\_\_

\_\_\_\_\_  
CPW Admin signature

**THIS IS A CONTRACTUAL AGREEMENT. THE CUSTOMER HEREBY ACKNOWLEDGES  
AND AGREES TO THE CONDITIONS OF SERVICES HEREIN.**

By signing this application for water service, the applicant agrees to pay all costs of collection of the applicant's unpaid water bills. It is the customer's responsibility to notify this office when service is to be terminated and provide a correct forwarding address for the Final Bill. New Ellenton CPW 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 the New Ellenton CPW chooses to pursue debts owed by the applicant through the Setoff Debt Collection Act, the applicant agrees to pay all fees and costs incurred through the setoff process, including fees charged by the Department of Revenue, the South Carolina Association of Counties, the Municipal Association of South Carolina, and/or the New Ellenton CPW. If the New Ellenton CPW 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.

**WATER USER'S AGREEMENT**

The customer shall install and maintain at their own expense a service line, which shall begin at the property line and/or location of the meter and extend to the dwelling and other portions of their premises. It is the customer's responsibility to fix leaks on their side of the meter and inform the water department when repairs have been made in order to be eligible for a leak adjustment. Once a leak adjustment has been applied to an account, the customer will not be able to eligible for another leak adjustment for 2 years.

The customer shall pay for water at such rates, time, and place as determined by the CPW Commissioners. A monthly service/base rate will be charged even with no water usage for an active account. A customer may request their water service be shut off to avoid the monthly service fee and close the account. If service is requested at a future date, a new Application for Service must be completed, and service fees (if any) paid. A customer may also request a suspension of their account by completing the required document and a \$40.00 service fee.

The customer shall not connect any additional dwellings or residences to be served through their meter.

The CPW shall have final jurisdiction in any question of location of any service line connection to its distribution system; determine the allocation of water to customers in the event of a water shortage; and may shut off the water to a customer who allows a connection or extension to be made to their service line for the purpose of supplying water to another user.

I have read and understand the above statements concerning collection of water bill/fees and the New Ellenton Commission of Public Works Water User's Agreement.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date