CITY OF TATUM
WATERWORKS SYSTEM
SERVICE APPLICATION AND AGREEMENT

P. O. BOX 1105
680 CRYSTAL FARMS RD
TATUM, TEXAS 75691
PHONE - 903 803-3580 FAX – 903 803-3590
EMAIL: waterdeptclerk@tatum.texas.gov

Know the City Regulations Concerning Water Bills

DEPOSITS:

Home Owner Deposit - $100.00

Renter Deposit - $150.00

Income Property Owner (Rental) Deposit - $50.00
Owner will be responsible for monthly water bill after renter has disconnected service if owner wants water service to remain active.

DATES:

Water Meters are read between the 20th and 25th of each month (weather and/or emergency situations permitting).

Water Bills are mailed on the last day of each month.

PAYMENTS:

- All current billings are due by the 15th day of each month. Bills are due & payable between the 1st to the 15th of each month, and are **PAST DUE** on the 16th day of the month.
- **A Night Drop Slot at City Hall** allows for payment after hours, money orders, checks and cash are accepted in the drop box. Please be sure to attach your water bill statement to the check or money order. Cash must be inside an envelope with the account number and service address listed on the envelope to ensure credit is given to the correct account.
- **Online payments** can be made at **www.ThePaymentGroup.com**
- **Auto Draft payments are available**. Please see the City Secretary to have this set up.
- Payments not received timely as outlined above will be charged a 10% penalty.

CUTOFFS:

- Bills not paid in full by the 25th of the month, will be charged a $50 late fee and service will be shut off & locked,there is a $50 reconnect fee to restore services.

******* TAMPERING WITH A CITY WATER METER IS A CRIME AND PUNISHABLE BY LAW. VIOLATORS WILL BE PROSECUTED *******

We Can Make It Easier for You to Pay Your Tatum Water Works Bill

- The Tatum Water Works Automatic Bank Draft lets you avoid the inconvenience of writing a check to Tatum Water Works 12 times a year.
- This will save you in late fees as we will draft your payment on the 10th of each month.
- There is no need to send any payments to the Tatum Water Works, as we will draft the monthly net amount from your banking institution account and send you, for your records, a copy of your water bills each month.
- Regardless of where you bank, Tatum Water Works makes it easier to take advantage of the convenient Automatic Bank Draft.
- This is all you do:
  1. *Sign and return the attached authorization agreement authorizing Tatum Water Works to draft your bank account.*
  2. *Attach a voided or canceled check from the bank shown on the authorization. Please do not send deposit slips*.
- You may also email this completed application with a picture of your voided check to **cityoftatum@tatum.texas.gov** to set up your automatic bank draft. If you need additional information, please contact Tatum Water Works at 903 803-3580.

Automatic Bank Draft

I authorize Tatum Water Works to begin deductions from my account with the financial institution named below in the amount of my monthly water bill. I understand that I may discontinue enrollment in ACH at any time by sending my request in writing to Tatum Water Works. I understand that as an ACH customer, I will continue to receive my monthly water bill for review only. I understand that both my financial institution and Tatum Water Works have the right to terminate this payment plan or my participation therein. I also understand that Tatum Water Works will not reimburse me for any fees charged by the bank for stop payments, non-sufficient funds, etc.

Water Bill Account Number: _____

Name: _____

Street Address: _____

City/State/Zip Code: _____

Home Phone Number: _____ Mobile Number: _____

Email Address: _____

Financial Institution Name: _____

Financial Institution's Phone: _____

Account Routing Number: _____ **Account Number:** _____

Name(s) Appearing on Account: _____

Type of Account: _____ **Savings** _____ **Checking**

Signature: _____ Date: _____

*******Please include a voided check or canceled check from the above account.**

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DATE _____

APPLICANT'S NAME (print)_____

PHYSICAL LOCATION _____

BILLING ADDRESS_____

PHONE NUMBER _____ EMAIL ADDRESS _____

SOCIAL SECURITY NUMBER: _____ DRIVER LICENSE #_____

RESIDENTIAL/COMMERICAL PROPERTY _____ OWNER/RENTER_____

SERVICES DESIRED WATER _____ SEWER _____ WATER TAP _____ SEWER TAP _____

EMPLOYER'S NAME & ADDRESS: _____

EMPLOYER'S PHONE NUMBER _____

CUSTOMER'S SIGNATURE: _____

NOTICE

If the Customer/Owner fails to comply with the terms of the Service Agreement, the Water Company shall, at its option, either terminate service or properly install, test and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this Agreement shall be billed to the Customer/Owner. Billing is processed and mailed on the last day of the month. Charges are due by the 15th of each month. Failure to pay the billed amount by the 15th of each month shall result in a 10% penalty being assessed. Failure to pay the total amount billed before the 25th of each month shall result in a $50.00 late fee being assessed to the account and the account will be scheduled for disconnection with a $50.00 reconnect fee.

******* TAMPERING WITH A CITY WATER METER IS A CRIME AND PUNISHABLE BY LAW. VIOLATORS WILL BE PROSECUTED *******

PLEASE NOTIFY US IF YOU MOVE OUT SO THAT YOU MAY RECEIVE PART OF YOUR DEPOSIT BACK. FAILURE TO NOTIFY THE WATER OFFICE WILL RESULT IN FORFEIT OF YOUR DEPOSIT. WE MUST HAVE A COPY OF YOUR DRIVER'S LICENSE.

FOR OFFICE USE ONLY

METER NUMBER: _____

CURRENT METER READING _____ PREVIOUS READING _____

NEW ACCOUNT NUMBER _____ PREVIOUS ACCOUNT NUMBER _____

SEQUENCE# _____ PROPERTY ID# _____ ROUTE# _____

TATUM WATERWORKS SERVICE AGREEMENT

PURPOSE:

The City of Tatum is responsible for protecting the drinking water supply from contamination or pollution which could result from improper plumbing practices. The purpose of plumbing restrictions which are in place are to provide this protection. The utility endorses these restrictions to ensure the public health and welfare. Each customer must sign this agreement before the **City of Tatum** will begin service. In addition, when service to an existing connection has been suspended or terminated, the water system will not re-connect services unless it has a signed copy of this agreement.

RESTRICTIONS:

The following unacceptable practices are prohibited by State regulations:

A. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air gap or an appropriate backflow prevention device.

B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the drinking water supply shall be eliminated at the service connection by the installation of an air gap or an approved backflow prevention device.

C. No connection which allows water to be returned to the public drinking water supply is permitted. All outside hose bibs will have a vacuum breaker connected.

D. No pipe or pipe fitting which contains more that 8% lead can be used for the installation or repair of plumbing at any connection which provided water for human use.

E. No solder of flux which contains more that 0.2% lead can be used for the installation or repair of plumbing at any connection which provides water for human use.

F. The water service indicated on the customer's application is for the customer's residence ONLY. NO temporary or permanent connection to another property and/or domicile can be made at any time.

SERVICE AGREEMENT:

The following are the terms of the Service Agreement between the **City of Tatum** (Water System) and _____ (the Customer).

A. The Water System will maintain a copy of this agreement as long as the Customer/Owner and/or the premises is connected to the Water System.

B. The Customer shall allow his property to be inspected by the Water System or its designated agent prior to initiating new water service when there is reason to believe that cross-connections or other unacceptable plumbing practices exist; or after any major changes to the private plumbing facilities. The inspections shall be conducted during the Water System's normal business hours.

C. The Water System shall notify the Customer/Owner in writing of any cross-connection or other potential contamination hazard which has been identified during the initial inspection or the periodic reinspection.

D. The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his/her premises.

E. The Customer shall, at his/her expense, properly install, test and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.

ENFORCEMENT:

If the Customer fails to comply with the terms of the Service Agreement, the Water System shall, at its option, either terminate service or properly install test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

CUSTOMER'S SIGNATURE: _____