



City of Ronceverte
PO Box 417
Ronceverte, WV 24970
304-647-5455 (phone) 304-647-5473 (fax)
www.cityofronceverte.com

APPLICATION FOR SERVICE

NAME: _____ SOCIAL SECURITY NUMBER: _____

PROPERTY ADDRESS: _____

MAILING ADDRESS: _____

OWN: _____ RENT: _____ HOME PHONE NUMBER: _____

PLACE OF EMPLOYMENT: _____ WORK PHONE NUMBER: _____

DRIVER'S LICENSE NUMBER (copy needed): _____ # IN HOUSEHOLD: _____

SPOUSE AND/OR NAME(S) OF ALL PERSONS LIVING WITH YOU: _____

LANDLORD'S NAME AND PHONE NUMBER: _____

DO YOU WISH TO BE PRESENT WHEN YOUR SERVICE IS TURNED ON? YES _____ NO _____

IF NOT, DO YOU GIVE PERMISSION TO TURN ON OR INSTALL YOUR METER WITH OUT YOU BEING PRESENT?

YES _____ NO _____

SERVICE DATE: _____

I hereby certify that the information I have given in this application is to the best of my knowledge true and correct. I further certify that I have read and understand all of the items below.

DATE: _____ SIGNATURE: _____

PLEASE READ THE FOLLOWING:

1. A \$100 deposit will be paid for water and sewer service or a \$50 deposit for water service only (if sewer service unavailable).
2. A \$350 water tap fee and a \$350 sewer tap fee must be paid for new service connection.
3. Water and Sewer billing rates are posted in the vestibule in City Hall.
4. Meters are read on or about the 15th of each month weather permitting. If meters cannot be read, they are estimated based on the previous three (3) months usage.
5. Sewer billing is based on water usage.
6. Bills are due upon receipt and must be paid by the 20th of the month to avoid a 10% penalty.
7. The minimum monthly bill is \$69.46 (up to 1,000 gallons of water). Water and Sewer charges are prorated for service less than 25 days unless the usage is over 1,000 gallons. Trash and Municipal Service Fees are prorated.
8. A termination of service notice will be mailed if your account is not paid by the 20th of the month. You will be given ten (10) days from the date of the notice to make payments. If you wish to make payment arrangements for a termination notice it must be done by the close of business day prior to scheduled termination. If your service is disconnected for nonpayment, the total past due amount on your account plus a reconnect fee of \$20 must be paid prior to reinstatement of service. You may also be required to post an additional deposit if you do not have one on file at the time of termination.
9. It is your responsibility to notify City Hall if any of your information changes, such as phone numbers, mailing address, place of employment, or roommates.
10. The City of Ronceverte has a bad check policy. If you write a check to the City that is dishonored by your bank, you will lose check writing privileges for six (6) months for the first occurrence. If after privileges are reinstated and there is a second check dishonored, you will lost privileges for a period of one year. If there is a third check dishonored you lose the privilege for five years.
11. If you wish to have your service disconnected, it is your responsibility to complete the proper forms. The customer is responsible for all bills until a discontinuance form is filled out and returned to City Hall.