



TOWN OF ALDERSON
POST OFFICE BOX 179
CITY BUILDING – 311 SOUTH MONROE STREET
ALDERSON, WEST VIRGINIA 24910
TELEPHONE (304) 445-2916
FAX (304) 445-7248

APPLICATION FOR SERVICE

Name: _____ Social Security Number: _____
Driver's License Number: _____ Place of Employment: _____
Spouse and/ or name of all person(s) over 18 living with you _____
Driver's License Number: _____ Place of Employment: _____
Property Address: _____
Mailing Address: _____
Home Phone: _____ Work Phone: _____ E-Mail: _____
Owner: _____ Renter: _____ Landlord's Name and Phone Number: _____
How do you prefer your statements? _____ Paper by Mail _____ E-mailed _____

PLEASE READ THE FOLLOWING

1. A \$130 deposit must be paid for water and sewer service: \$65 deposit for water service or sewer service only. Deposits are refunded to owners after 12 consecutive on time payments. Deposits for renters are applied to the final bill.
2. A \$350 water tap fee and a \$350 sewer tap fee must be paid for new service connection in addition to the proper deposit fee.
3. Meters are read on or about the 15th of each month weather permitting. If meters cannot be read, they estimated based on the average history of usage.
4. Water and sewer billing rates are posted in Town Hall.
5. The minimum monthly bill is \$81.60 for owners and \$86.60 for renters (up to 2,000 gallons of water and 3,000 gallons of sewer). Water and sewer charges are prorated for service less than 25 days.
6. Sewer billing is based on water usage, except when a house is served by a well; then it will be billed at a flat rate based on 4,500 gallons.
7. Bills are due upon receipt and must be paid by the 20th of the month to avoid a 10% penalty.
8. If your service is disconnected for nonpayment, you will be required to pay the past due amount in addition to a disconnect fee of \$25 and a reconnect fee of \$25 before reinstatement of service.
9. It is your responsibility to notify Town Hall of any changes in mailing address, phone number, etc.
10. The service connection, meter, and meter box are property of the Town of Alderson. Your nor any service person may open, tamper with, or turn on/off your service.
11. If you wish to have your service discontinued, it is your responsibility to complete a disconnect request. **The customer is responsible for all bills until a request for disconnect is submitted in writing.**

DO YOU WISH TO BE PRESENT WHEN YOUR METER IS INSTALLED/ TURNED ON? Yes: _____ No: _____

If not, do you give us permission to install/ turn on your meter without you being present? Yes: _____ No: _____

Service Date: _____

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

Signature: _____ Date: _____

"Gem of the Hills"