

## *Late Fees*

There is a \$10.00 fee applied to your bill when we are required to generate a Delinquent notice.

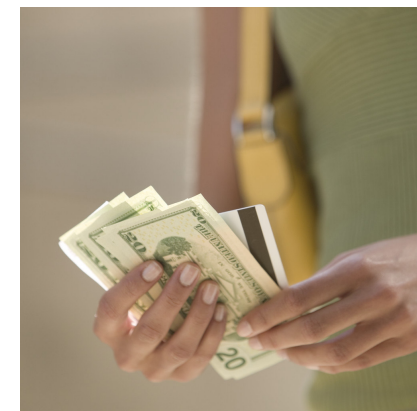
There is also a \$50.00 Disconnect/Reconnect fee. This fee helps to cover the cost of sending a water professional out to your home and the administrative cost associated with the shutoff and reconnect process.



Don't get caught with late fees!



P.O. Box 1000  
18413 "B" Street East  
Spanaway, WA 98387  
Phone: 253-531-9024  
Fax: 253-539-9526  
[www.spanaway-water.org](http://www.spanaway-water.org)



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## *Payment Policy*

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**Spanaway Water Company**

Tel: 253-531-9024

# Payment Policy

## Bills:

Bills are mailed every other month.

Bills are mailed at the end of a two month cycle on the last working day of the month.

Payments may be made:

- ◆ Mail
- ◆ In person
- ◆ Drive up Window
- ◆ Night Drop
- ◆ Visa MasterCard (in person or by phone)
- ◆ Automatic transfer

## Past-Due

Bills are due by the 15th of the next month and are late by the 30th.

If there is a balance on the account it must be paid immediately.

## Delinquent

One notice will be sent.

This will state the day of the disconnection of service.

## Disconnect/Reconnect

Service will be disconnected without further notice.

Payment must be made in full, including a \$10.00 late fee and a \$50.00 disconnect/reconnect fee.

## What Your Bill Looks Like and How to Read It:

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT TO:

**SPANAWAY WATER COMPANY**  
P.O. BOX 1000  
SPANAWAY, WA 98387-1000  
(253) 531-9024

This stub ensures that your payment is processed accurately

ABC APARTMENTS  
c/o JOHN P. JONES  
2456 S. ANYWHERE RD.  
SOMEWHERE, WA 98000-1234  
USPS BAR CODE

SPANAWAY WATER COMPANY  
P.O. BOX 1000  
SPANAWAY WA 98387-1000  
CUSI BAR CODE

Check box for address Changes (See Reverse)

For your convenience, your payment may be made at the drop box provided at the company office: 18413 "B" ST E. SPANAWAY, WA

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**SPANAWAY WATER COMPANY**

ACCOUNT NO.	SERVICE FROM	TO
024359	12/18/06	2/16/07

18413 "B" St. E.  
SPANAWAY, WA 98387-1000  
Office Hours: 8:00 a.m. - 4:30 p.m. Mon. - Fri.

SERVICE ADDRESS	CUSTOMER NAME
1254 165 <sup>TH</sup> ST. E.	ABC APARTMENTS

BILLING DATE	DUE DATE	DELINQUENT DATE	AMOUNT DUE
02/28/07	03/15/07	03/28/07	\$ 58.77

PLEASE RETAIN THIS PORTION - CURRENT BILLING COVERS PREVIOUS TWO MONTHS WATER USAGE

METER READING	CONSUMPTION	NO. OF DRYs	DESCRIPTION	AMOUNT
572340	575873	3533	58	

Previous Balance	11.21
Water Usage	37.56
EPA Charge	4.00
Capital Project Fees	6.00
Fire Support System	0.00
Fire Flow Usage	0.00
Setup Fee	0.00
FINAL BILL	
<b>TOTAL AMOUNT DUE</b>	<b>\$ 58.77</b>

ALLOW ADEQUATE TIME FOR DELIVERY BY DUE DATE

Your water consumption is billed in hundreds of cubic feet (CCF). One Hundred cubic feet equals 7.48 gallons.

- A. Your account number. Please reference it when calling about your account and please include it on your check when making your payment.
- B. Billing date: This is the day the bill was sent to you.
- C. Due date: This is the day the payment is due.
- D. Delinquent Date: Your current bill will be considered delinquent on this date and a \$10.00 fee will be charged to your account.
- E. Total Amount Due. This includes any past due amounts and fees that may have been incurred.
- F. Meter Reading: These are the readings taken from the meter that serves your residence or business.
- G. Consumption in Cubic Feet: 1 cubic foot equals 7.48 gallons.