



# Renter Application Packet



## General Information

1911 East Jeter Road  
Bartonville, Texas 76226-9401

Online Location – [www.bartonvillewater.com](http://www.bartonvillewater.com)

Office Hours: 8:00 A.M. TO 5:00 P.M.  
Monday through Friday

Metro Telephone Number: 817-430-3541  
FAX: 817-430-3526

After Hours Emergencies: Call the  
office number and your message will  
be forwarded.

## Residential and Commercial Water Rates

Effective February 2010

### Base Service Charge

5/8 inch Meter	\$ 32.73 Base Service Charge
1 inch Meter	\$ 54.65 Base Service Charge
1 ½ inch Meter	\$ 108.99 Base Service Charge
2 inch Meter	\$ 174.45 Base Service Charge
3 inch Meter	\$ 327.30 Base Service Charge

### Water Gallonage Rates

001 to 20,000 gal	\$ 2.98 Per 1,000 gal	80,001 to 100,000 gal	\$ 29.79 Per 1,000 gal
20,001 to 40,000 gal	\$ 4.47 Per 1,000 gal	100,001 to 150,000 gal	\$ 44.68 Per 1,000 gal
40,001 to 60,000 gal	\$ 5.96 Per 1,000 gal	150,001 to 200,000 gal	\$ 59.58 Per 1,000 gal
60,001 to 80,000 gal	\$ 13.41 Per 1,000 gal	200,001 to 300,000 gal	\$ 89.37 Per 1,000 gal
		Over 300,001 gal	\$119.16 Per 1,000 gal

### Example Water Bills for 3/4 X 5/8 Residential Meter: (includes \$32.73 base rate)

<u>Gallons</u>	<u>Amount</u>	<u>Gallons</u>	<u>Amount</u>
5,000	\$ 48.82	55,000	\$ 277.91
10,000	\$ 64.09	75,000	\$ 514.63
20,000	\$ 94.64	90,000	\$ 888.71
25,000	\$117.54	125,000	\$ 2,338.98
35,000	\$163.37	155,000	\$ 3,789.25
45,000	\$216.82	205,000	\$ 6,995.40
		305,000	\$16,308.49

Rates Received: \_\_\_\_\_  
(Member Signature)

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

See back for more information)

## Other Fees

Returned Check Fee:	\$ 25.00	Membership Fee:	\$ 150.00
Reconnection Fee:	\$ 25.00	Meter Testing Fee:	\$ 50.00
Service Trip Fee:	\$ 25.00	Late Penalty Fee:	5% of Unpaid Balance

TCEQ Regulatory Assessment: ½ of 1% of Water Charges.

Franchise Fees: Towns of Bartonville, Double Oak, and Copper Canyon: 2% of all water charges

Highland Village Charge: 4% of all charges and fees collected in Highland Village

New Meter Installation Fees: Contact Office

## Due Dates

**WE DO NOT ACCEPT POST MARK DATES.** All payments must be in the possession of BWSC by 8:00 a.m. the following business day after the due date. If the due date falls on a holiday or weekend, payments will be accepted until 5:00 P.M. the next business day after the due date. All payments must be in possession of the Corporation on the due date to avoid a five percent (5%) late fee.

If you prefer to mail your payment, we advise mailing seven (7) days in advance of the due date. We also provide an outside payment drop box for your convenience.

**We cannot take payment transactions over the telephone. Bank draft and Automatic Credit Card payment must be prearranged in writing and only on forms obtained from our office or website, – [www.bartonvillewater.com](http://www.bartonvillewater.com).**

## Billing Questions

If you feel that there is a problem with your bill, please contact our office as soon as possible at 817-430-3541. This will ensure that your meter can be re-read promptly.

## Other Bartonville Water Supply Corporation Services:

- \* Preauthorized Bank Draft Agreement
- \* Preauthorized Credit Card Agreement
- \* Deferred Payment Agreement
- \* Catastrophic Water Loss Policy
- \* Billing Authorization Agreement
- \* Request for Service Discontinuance
- \* Meter Test Authorization

The forms for these services are available at the office or via our website [www.bartonvillewater.com](http://www.bartonvillewater.com)

**Please do not hesitate to call with any questions.**

**BARTONVILLE WATER SUPPLY CORPORATION**

1911 East Jeter Road • Bartonville, Texas 76226-9401 • (817) 430-3541

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

Account Num.: \_\_\_\_\_

**RENTERS SERVICE APPLICATION AND AGREEMENT**

Please Print

Applicant Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SS# \_\_\_\_\_

Co-Applicant Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SS# \_\_\_\_\_

Service Address: \_\_\_\_\_ Mailing Address (Leave Blank If Same) \_\_\_\_\_  
\_\_\_\_\_

E-mail Address: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State \_\_\_\_\_ Name: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Telephone: \_\_\_\_\_ Name: \_\_\_\_\_

**Emergency Telephone:** \_\_\_\_\_ **Name:** \_\_\_\_\_

Landlord's Name: \_\_\_\_\_

Landlord's Address: \_\_\_\_\_

City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

Acreage: \_\_\_\_\_ Household size (approx. Sq. Ft.) \_\_\_\_\_

Number in Family: \_\_\_\_\_ Livestock & Number: \_\_\_\_\_

Does Property Have A Private Well? YES NO

If YES, What will it be used for? Landscape Watering \_\_\_\_\_ Other \_\_\_\_\_

Do you plan to drill a well? YES NO

If YES, What will it be used for? Landscape Watering \_\_\_\_\_ Other \_\_\_\_\_

Special Service Needs of Applicant: \_\_\_\_\_

**NOTE: Form must be completed and signed by applicant only.**

Signed: \_\_\_\_\_

By signing this application, the applicant acknowledges that he/she has read and signed a Service Agreement and has received a copy of Bartonville WSC's General Information Packet.

# BARTONVILLE WATER SUPPLY CORPORATION

Account Num.: \_\_\_\_\_

Pursuant to House Bill 859, effective September 1, 1993, a non-profit water supply corporation can give its customers the option of making the customer's address, telephone No., social security No., etc. confidential by request. To request this service, please complete the form below.

## MY RECORDS BE KEPT:

\_\_\_\_\_ **CONFIDENTIAL** \_\_\_\_\_ **OPEN**

**SIGNATURE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**Note: We Must Still Provide This Information Under Law To Certain Persons.**

*We must still provide this information to (1) an official or employee of the state or a political subdivision of the state, or the federal government acting in an official capacity; (2) an employee of a utility acting in connection with the employee's duties; (3) a consumer reporting agency; (4) a contractor or subcontractor approved by and providing services to the utility or to the state, a political subdivision of the state, the federal government, or an agency of the state or federal government; (5) a person for whom the customer has contractually waived confidentiality for personal information; or (6) another entity that provides water, wastewater, sewer, gas electricity, or drainage service for compensation.*

# BARTONVILLE WATER SUPPLY CORPORATION

Account Num.: \_\_\_\_\_

## ***RENTER'S SERVICE AGREEMENT***

Agreement made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, between Bartonville Water Supply Corporation, a Corporation organized under the laws of the State of Texas (hereinafter called the Corporation) and \_\_\_\_\_, (hereinafter called the Customer).

WITNESSETH:

The Corporation agrees to sell and deliver water service to the Customer and Customer agrees to purchase and receive water service from the Corporation, in accordance with the By-Laws and rules and regulations of the Corporation as amended from time to time by the Corporation.

The Customer shall pay the Corporation for service hereunder at the rates and upon the terms and conditions set forth in the rate schedule adopted from time to time by the Corporation's Board of Directors.

All water shall be metered by meters to be furnished and installed by the Corporation. The meter and/or connection is for the sole use of the Customer and is to serve water to only one dwelling or only one business, and does not permit the extension of pipe or pipes to transfer water from one property to another, nor share, resell, or sub-meter water to any other persons, dwelling, business, property, etc.

In the event the total water supply be insufficient to meet all of the needs of the Members and Customers, or in the event there is a shortage of water, the Corporation may prorate the water available among the various Members and Customers on such basis as is deemed equitable by the Board of Directors, and may also prescribe a schedule of hours covering the use of water for garden purposes by particular Members and Customers and require adherence thereto to prohibit the use of water for garden purposes; provided that, if at any time the total water supply be insufficient to all of the needs of all Members and Customers, the Corporation must first satisfy all of the needs of all Members and Customers for domestic purposes before supplying any water for livestock purposes and must satisfy all the needs of the Members and Customers for both domestic and livestock purposes before supplying any water for gardening purposes.

The Corporation shall have the right to locate the water service meter and the pipe necessary to connect the meter on the property at a point to be chosen by the Corporation, and shall have access to its property and equipment located upon premises at all reasonable times for any purpose connected with or in the furtherance of its business operations, and upon discontinuance of service shall have the right to remove any of its property from the premises.

The Corporation's authorized employees shall have access to the property or premises at all reasonable times for the purpose of inspecting for possible violations between the Water Supply Corporation's system and any unknown or non potable water supply, as well as any other undesirable plumbing practices as described by the appropriate regulatory authority.

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**New Customer**

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**Address**

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**City, State & Zip Code**

Accepted and Approved

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**Bartonville WSC Representative**

# BARTONVILLE WATER SUPPLY CORPORATION

Account Num.: \_\_\_\_\_

## PLUMBING/SERVICE AGREEMENT

- I. **PURPOSE.** The Bartonville WSC is responsible for protecting the drinking water supply from contamination or pollution which could result from improper plumbing practices. The purpose of this service agreement is to notify each customer of the plumbing restrictions which are in place to provide this protection. The utility enforces these restrictions to ensure the public health and welfare. Each customer must sign this agreement before the Bartonville WSC will begin service. In addition, when service to an existing connection has been suspended or terminated, the Bartonville WSC will not re-establish service unless it has a signed copy of this agreement.
- II. **PLUMBING RESTRICTIONS.** The following undesirable plumbing 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 public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
  - C. No connection which allows water to be returned to the public drinking water supply is permitted.
  - D. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.
  - E. No solder or flux which contains more than 0.2 percent lead can be used for the installation or repair of plumbing at any connection which provides water for human use.
- III. **SERVICE AGREEMENT.** The following are the terms of the service agreement between the Bartonville WSC (the Water System) and \_\_\_\_\_ (the Customer).
- A. The Water System will maintain a copy of this agreement as long as the Customer and/or the premises is connected to the Water System.
  - B. The Customer shall allow his property to be inspected for possible cross-connections and other undesirable plumbing practices. These inspections shall be conducted by the Water System or its designated agent prior to initiating service and periodically thereafter. The inspections shall be conducted during the Water System's normal business hours.
  - C. The Water System shall notify the Customer in writing of any cross-connection or other undesirable plumbing practice which has been identified during the initial inspection or the periodic re-inspection.
  - D. The Customer shall immediately correct any undesirable plumbing practice on his premises.
  - E. The Customer shall, at his 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.
- IV. **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 Name (Please Print)

\_\_\_\_\_  
Customer's Service Address

\_\_\_\_\_  
Customer's City, State, Zip Code

CUSTOMER'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

# BARTONVILLE WATER SUPPLY CORPORATION

Account Num.: \_\_\_\_\_

## Electronic Meter Agreement

I understand that the metering device for my water service is a radio frequency based meter. I also understand that because of its technology this meter has a much higher cost than a standard water meter, and if damaged, I will be liable for the replacement cost and labor.

Furthermore, I understand that any interference with the proper operation of this meter including electric fields, magnetic fields, tampering with the physical appearance or function of and modification in any way constitutes damage to the meter. I agree that I will be held liable for replacement upon damage and understand that failure to pay any associated charges billed by BWSC within the allowed time will result in disconnection of water service.

\_\_\_\_\_  
Customer's Name (Please Print)

\_\_\_\_\_  
Customer's Service Address

\_\_\_\_\_  
Customer's City, State, Zip Code

CUSTOMER'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

# BARTONVILLE WATER SUPPLY CORPORATION

## PREAUTHORIZATION CREDIT CARD AGREEMENT POLICY

The Bartonville Water Supply Corporation Board of Directors hereby adopts the service of Automatic or Optional Payment of water bills by Credit Card.

Members or Customers choosing to participate in the Automatic Credit Card Service will continue to receive a monthly water bill, except "CRED CARD PD" will appear on the right portion of the bill.

Water bills will be mailed to all Members or Customers on or before the 14<sup>th</sup> of the month and bills are due on approximately the 8<sup>th</sup> of the following month. The automatic credit card payments will be applied to the Member's or Customer's credit card up to 3 working days prior to the due date and will be posted to the Member's or Customer's water account.

Members or Customers participating in this automatic credit card service will need to examine their monthly water bill prior to the billed amount being charged to their credit card as stated above. If the amount being billed is in question, the Member or Customer must contact the office to check questionable amounts prior to the billed amount being charged to their credit card as explained in paragraph 3 above.

Members or Customers requesting this service of automatic payment via credit card must complete the "Authorization Agreement for Preauthorized Credit Card Payments" form. This form must be on file in the office with an original signature. A new form must be filled out anytime changes are made. The forms may be obtained in the office during office hours or after hours you may print them off the internet by going to [www.bartonvillewater.com](http://www.bartonvillewater.com), forms, credit card form, and print. **[Note that the validity of this form/agreement will expire concurrently with the expiration of the credit card and therefore must be kept current at all times by the participant.]**

A declined charge for any reason of a preauthorized credit card charge will result in Bartonville Water Supply Corporation mailing the member/customer the Corporation's standard red "Disconnect Notice". This red notice will state the amount due as well as the due date. To avoid disconnection of service and loss of this payment privilege, the stated amount due, which will include past penalties, \$25.00 service charge, etc. must be paid in full.

Members or Customers choosing to participate in the (One Time Only) payment by credit card service only need to fill out the back of the payment stub portion of the bill and return it to Bartonville Water Supply Corporation.

**\*Participants are encouraged to regularly review their credit card expiration dates, etc. to avoid a declined charge. Bartonville Water Supply Corporation will not assume responsibility for reminding participants of pending card expiration.**

**Adopted September 14, 1995**

**Revised July 12, 1999**

**Revised June 11, 2001**

# BARTONVILLE WATER SUPPLY CORPORATION

1911 East Jeter Rd. Bartonville, TX 76226 Phone (817) 430-3541 Fax (817) 430-3526

## AUTHORIZATION AGREEMENT FOR PREAUTHORIZED CREDIT CARD PAYMENTS

I (we) hereby authorize Bartonville Water Supply Corporation to charge my regular monthly water bill to the Credit Card named below.

CHARGE TO: (Check One)  VISA  MC

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**Card Verification Value: (Required)**

(Last 3 digits found on back of card)

<input type="text"/>	<input type="text"/>	<input type="text"/>
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**EXPIRATION DATE: (Required)**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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MONTH

YEAR

SIGNATURE (Required) \_\_\_\_\_

NAME ON CARD (Please Print) \_\_\_\_\_

NAME(S) \_\_\_\_\_

ACCOUNT NO \_\_\_\_\_

SERVICE ADDRESS: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

(as it appears on credit card statement, for verification purposes)

HOME TELEPHONE \_\_\_\_\_

WORK TELEPHONE \_\_\_\_\_

This authorization shall remain in full force and effect until card expiration or until Bartonville Water Supply Corporation has received **WRITTEN** notification from me (or either of us) of its termination. Notification must be made in such time and in such manner as to afford Bartonville Water Supply Corporation a reasonable opportunity to act on it.

**I hereby acknowledge that I have received, read, understand, and agree to abide by the terms of this agreement policy.**

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

**Member / Customer**

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

**BWSC Representative**

INHANCE _____ PC Charge _____
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## *BARTONVILLE WATER SUPPLY CORPORATION*

### **PREAUTHORIZATION BANK DRAFT AGREEMENT POLICY**

The Bartonville Water Supply Corporation Board of Directors hereby adopts the service of Automatic Payment of water bills by Bank Draft. This service is provided at no charge.

Members or Customers choosing to participate in the Automatic Bank Draft Service will continue to receive a monthly water bill, except "PAID BY DRAFT" will appear on each portion of the bill.

Water bills will be mailed to all Members or Customers around the 14th of the month and bills will be due around the 8th of the following month. The drafts checks will be sent to the bank 3 working days prior to the due date and will be drafted from the Member's or Customer's bank account.

Members or Customers participating in this automatic drafting service will need to examine their monthly water bill and post their check book register accordingly prior to the draft being charged to their account. If the amount being billed should be questioned, the Member or Customer should contact the Corporation's Utility Billing Department to check readings for error prior to the draft being deposited.

Members or Customers requesting this service need to bring to the Corporation's office a voided personal or business check and complete the "Authorization Agreement for Preauthorized Payments" form.

The return of a Preauthorized draft check will constitute the implementation of the Corporation's "Insufficient Funds (NSF) Policy"; the Member or Customer will be notified by mail of insufficient funds, the Member's or Customer's account will be assessed a \$25.00 NSF Charge, and the attempted draft check amount will be reapplied to the Member's or Customer's account by the Corporation's Utility Billing Department.

ADOPTED BY THE BOARD OF DIRECTORS OF THE BARTONVILLE  
WATER SUPPLY CORPORATION AT THEIR REGULAR MONTHLY  
MEETING ON SEPTEMBER 14, 1995.

Revision Date June 11, 2001

FOR YOUR  
CONVENIENCE,  
IF YOU CHOOSE.

# BARTONVILLE WATER SUPPLY CORPORATION

1911 E. Jeter Road  
Bartonville, TX 76226-9401

## AUTHORIZATION AGREEMENT FOR PREAUTHORIZED BANK DRAFT PAYMENTS

I (we) hereby authorize Bartonville Water Supply Corporation to draft my regular monthly water bill from my (our) checking account and financial institution named below.

**Please Print**

FINANCIAL INSTITUTION (BANK) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

ROUTING NO.

ACCOUNT NO.

This authorization is to remain in full force and effect until Bartonville Water Supply Corporation has received **WRITTEN** notification from me (or either of us) of its termination in such time and in such manner as to afford Bartonville Water Supply Corporation and Financial Institution (Bank) a reasonable opportunity to act on it.

NAME(S) \_\_\_\_\_  
**PLEASE PRINT**

SERVICE ADDRESS \_\_\_\_\_

BWSC ACCOUNT NO. -

-

**DAY TELEPHONE**

-

**WORK TELEPHONE**

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

**A VOIDED PERSONAL OR BUSINESS CHECK IS ATTACHED.**

\_\_\_\_\_  
Bartonville Water Supply Corporation

\_\_\_\_\_  
Date