

Account No. \_\_\_\_\_  
Administrative Use Only

**Commercial**  
**Scotia Community Services District**  
**Water/Sewer Service Agreement**

<b>SERVICE INFORMATION</b>		Type of Service: Commercial _____ Residential _____ Industrial _____ Other _____	Number of units served: _____
Own _____		*Copy of Proof of Ownership (final closing statement, letter from escrow officer or grant deed)	
Service Address:		* Rent _____ *Copy of rental agreement*	
		Effective Date:	

**COMMERCIAL CUSTOMER INFORMATION**

Business Name(s):		Tax Identification Number#	
Business Owner (s)			
Driver License #:	*Please Attach Copy*		State: _____ Birth Date: _____ S.S.#: _____
#1			- - -
#2			- - -
Business Phone:		Business Fax:	
Business Mailing Address (if different from Service Address):		City / State / Zip:	
Business E-mail:		Bill Type: Paper _____ Email _____	
<b>EMERGENCY CONTACT INFORMATION</b>			
2nd Contact at Business		Work or Cell Phone:	
Relative or Friend		Phone:	
Property Owner or Agent (if Corporation attach list of officers with contact information)		Phone:	

By accepting and signing this Service Agreement, applicant agrees to comply with the Scotia Community Service District (SCSD) Code and the Uniform Plumbing Code. SCSD retains sole ownership of all pipe and fittings from the water main up to and including the meter and water valve located in the meter box, which is for District use only: damage caused by unauthorized use resulting in repairs may be billed to the customer. Customer is responsible for the service line beyond the meter, including consumption due to leaks. Applicant (Customer) agrees to accept such conditions of pressure and service as provided by the distribution system at service location and to hold SCSD harmless for damages arising out of low or high pressure conditions or interruptions of service, including pressure below 20 psi.

Applicant (Customer) agrees to pay all charges within 30 days after billing date up through the date termination of services is requested. Late payments are subject to a penalty and/or interest. SCSD reserves the right to terminate services in the event of non-payment, which may result in additional deposit and fees.

Is there a private well or improved spring on or serving this property?      Yes       No

Commercial Deposits: Water Deposit 2.5 X the base rate + Sewer Deposit 2.5 X the base rate = Total Due: Varies based on meter size	
New Account Fee \$35.00 is billed to account * Checks or Money Order Only* Please make payable to: S.C.S.D.	

Signature

Date

2nd Business Contact/ Signature

Date

<p>If you have questions, please call the Scotia C.S.D. at (707) 764-3030            Office Hours Mon-Thurs 9:00 am to 3:30 pm            Please return the completed and signed agreement to            Mail: P.O. Box 104. Scotia, CA 95565 / Deliver to District Office: 400 Church Street, Scotia, CA 95565</p>	
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All valves must be closed before service can be turned on at the property. The District representatives will turn the water service back off if it appears that water continues to run somewhere in the house or on the property.

**Water Backflow Device may be required:** If a private spring or well, water holding tank, private water booster station, landscape sprinkler system or fire sprinkler system exists on the property, a water backflow prevention device will be required according to the California Administrative Code, Title 17, Article 3, Section 7603.

**Security Deposit:** The security deposit will be refunded to your account after 1 year of on- time payments or when the account is closed, whichever comes first. An additional security deposit may be required if service is discontinued for nonpayment.

**Returned Check Fee:** Checks returned by the payer's bank (for insufficient funds, closed account, stop payments, etc.) must be redeemed in money order or cashier's check for the full amount plus \$30.00 service fee.

**Monthly Billing:** Utility accounts are billed monthly and due and payable upon presentation and must be paid in full by the due date on the bill, 15 days from the billing date. Any payment postmarked by the due date will be accepted as timely. If not paid in full, the bill becomes delinquent 20 days (5-day grace period) after the billing date and will be charged a 10% penalty. A disconnect warning will be mailed indicating a service disconnection date if payment has not been received within 53 days past the billing date. If payment in full is not received within 60 days of the billing date (40-day grace period), a final warning notice will be delivered/mailed/telephoned indicating the service disconnection date for non-payment is imminent. Payment to restore service will include all past due charges, current charges, late fee penalties, and a reconnection fee (plus penalties) will be made and collected prior to renewing service following a discontinuance.

Customers that demonstrate a household annual income that is 200 percent below the federal poverty level will have any interest charges waived.

**Please Visit ScotiaCSD.com for further information**

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Meter Number \_\_\_\_\_

Former Account Number \_\_\_\_\_

Final Meter Read \_\_\_\_\_

Parcel Number \_\_\_\_\_