

WATER RATES
WOODHAVEN WATER COMPANY

*Woodhaven Water Company
New Kent County, Virginia*

TARIFF

RATES, RULES AND REGULATIONS

Effective July 1, 2015

FOR

Water Service in Woodhaven Shores Subdivision

Served by

Woodhaven Water Company
7242-A Lakeshore Drive
Quinton, Virginia 23141-1153

By – The Board of Directors

WATER RATES – WOODHAVEN WATER COMPANY

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**WATER RATES – WOODHAVEN WATER CO.
July 1, 2015**

Woodhaven Water Company
7242-A Lakeshore Drive
Quinton, Virginia 23141-1153
804-932-4577
Fax 804-932-4642

I. DEFINITIONS

- A. A “water service connection” is the water service line connecting the company’s water main or lateral to an owner’s premises.
- B. “Premises” as used herein shall mean a lot or parcel of land located in Woodhaven Shores Subdivision.
- C. “Connected premises” as used herein shall mean the lot or parcel of land located in Woodhaven Shores Subdivision to which a water connection has been made.
- D. “Improved premises” as used herein shall mean a lot or parcel of land upon which is situated a dwelling(s).
- E. “Owner of Record” as used herein is the owner who has applied for service or availability of service in Woodhaven Shores Subdivision.
- F. “Owner” as used herein is the name that is listed on the Deed and filed with New Kent County, Virginia.
- G. “Company” as used herein is Woodhaven Water Company (WWC)

II. SCHEDULE OF RATES

GENERAL NATURE OF SERVICE TO BE PROVIDED

The primary purpose of the Woodhaven Water Company is to provide water service to Woodhaven Shores Subdivision in Quinton, Virginia.

RATE SCHEDULE

This schedule is applicable to all persons and owners in Woodhaven Shores Subdivision, New Kent County, Virginia.

WATER RATES

- 1) **New Service Connection**
 - a. New Service Connection**\$4,500.00**

- b. If a new service connection incurs more cost, the Company has the option to add gross-up for taxes and applicable charges, but in no event less than that of \$4,500.00 connection.

2) **Rates:**

Will be billed quarterly for the previous three proceeding months

- a. All lots on which a dwelling has been constructed:
 - 0 gallons \$144.00
 - 1 – 9,000 gallons _____ \$4.00 per 1,000 gallons
 - 9,001 – 21,000 gallons \$4.50 per 1,000 gallons
 - 21,001 – 30,000 gallons _ \$5.50 per 1,000 gallons
 - Over 30,000 gallons \$7.50 per 1,000 gallons
- b. All lots which have a connection to the system but on which no dwelling has been constructed, will be billed quarterly for the previous three proceeding months as follows:
 - 0 gallons _____ **\$15.00**
 - 1 – 9000 gallons _____ \$18.33 per 1,000 gallons
 - 9,001 – 21,000 gallons \$4.50 per 1,000 gallons
 - 21,001 – 30,000 gallons \$5.50 per 1,000 gallons
 - Over 30,000 gallons \$7.50 per 1,000 gallons
- c. All other lots will be billed **\$10.00** quarterly for the previous three preceding months.

3) **Application Processing Fee:**

- a. Application processing fee of **\$35.00** is required with a “Water Connection Work Sheet (WWC-71A)” or a “Change in Ownership Work Sheet (WWC-71C)”. After receipt of an application and processing fees, a “Disclosure packet” shall be furnished to the applicant.

4) **Turn off-on Charge:**

- a. When discontinuance of water service becomes necessary for violation of these rules and regulations, a fee of \$75.00 must be paid before providing water service. (also see RULE 15 a.)
- b. Turn off-on for the convenience of the owner, for owner to make repairs to the owner’s property or for an extended absence from the property a fee of \$35.00 must be paid prior to the service being preformed.

5) **Returned Check Charge:**

- a. There shall be a \$35.00 charge for checks returned for insufficient funds or for any other reason attributable to the owner.

III. RULES AND REGULATIONS:

The rules and regulations as herein set forth, or as they may hereafter be revised or amended with approval of the State Corporation Commission, shall govern the rendering of water service,

including the extension of mains and the making of connections thereto and every lot owner upon signing and application for service rendered by Woodhaven Water Company or upon the taking of water service shall be bound thereby.

RULE #1 –GENERAL:

- A. The utility office is located at 7242-A Lakeshore Drive, Woodhaven Shores Subdivision, Quinton, Virginia 23141-1153
- B. The telephone number for billing and service questions is 804-932-4577
- C. In case of emergency or after hours, call our emergency number 757-603-5244 and leave a message. Someone will be contacted after a message is left and will get back with you as soon as possible.
- D. The company will maintain, operate and service the water facilities (up to and including the curb-stop valve and or meter) of all owners in return for prompt payment of fees as set forth in these WATER RATES.
- E. The service pipe, meters and fixtures on the owner’s premises shall be accessible to the Company for observation or inspection at reasonable hours.
- F. The company shall have the right to require easement from owners for the installation of meters, and/or service connections and the Company may condition the rendering or continuance of service on proper granting of such easements as the Company may reasonably request.
- G. No person shall turn the water on or off at any street valve, corporation cock, meter cock or other connection, or disconnect or remove any meter, cut-off valve or valve box or disturb any connection pipe or service line without the consent of the Company. Penalties provided by law for any such unauthorized action will be enforced.
- H. No employee or agent of the Company shall have the right or authority to bind it by any promise, agreement or representation contrary to the letter or intent of these rules and regulations.
- I. Any complaint against the service or employees of the Company should be made at the office of the Company and preferably in writing.

RULE #2 – APPLICATION FOR SERVICE:

- A. Before a water connection shall be provided, the deeded owner of record with New Kent County of the property shall make application for such service. A “WATER CONNECTION WORK SHEET (WWC-71A)” is used for the purpose and must be signed by the property owner. Upon approval of the application the Company shall install the water connection within thirty (30) days after fees are paid.
- B. Whenever there is a change in ownership and service is to be provided to a new owner, a “CHANGE IN OWNERSHIP FORM (WWC-71C) for service requires a \$35.00 “Application Processing Fee” which must accompany the Application.
- C. Each of the work sheets (WWC-71A & WWC-71C) for service requires a \$35.00 “Application Processing Fee” which must accompany the Application.

- D. Before any water service is delivered, the Company reserves the right to require the applicant to establish that the applicant is the deeded owner of record of the premises.
- E. Upon receipt of the \$35.00 the Woodhaven Water Company shall furnish the Applicant a “disclosure packet” including these Water Rates, and a current Bacteriological water Analysis.
- F. Whenever there is a change in name/billing address for an owner an application for ‘CHANGE IN NAME/BILLING ADDRESS (WWC-71B)’ is required from the owner. No charge shall be made for this.
- G. Should at any time the owner not comply with this section, service may be discontinued in accordance with RULE #14 of these rules & regulations.

RULE # 3 – SERVICE CONNECTIONS:

- A. Before a water service connection is provided, the lot owner or his duly authorized representative shall make application for water service upon WWC-71A, prescribed by the Company. All connection fees, availability fees are to be paid before a WATER CONNECTION WORK SHEET can be processed. Upon approval of the application, the Company will install the service connection from the main in the street to (or near) the property line and will charge a connection fee of \$4,500.00. The Company will maintain and replace all water service connections, including the cut-off valve from the main in the street to (or near) the property line.
- B. The Company will install, maintain, and operate a main distribution pipeline or lines to (or not more than 10 feet beyond) the property line of each owner of the Company, at which points designated as “delivery points”, cut-off valves or meters to be purchased, installed, owned and maintained by the company may be placed. The cost of the service line or lines from the main distribution pipeline or lines of the Company to the cut-off of each owner shall be paid by the Company. The Company shall have sole and exclusive right to use such cut-off valve. However, the provisions of this RULE #3 shall not be construed to require the acquisition or installation of meters or curb-stop valves where the Company determines under the circumstances of the system that the use of either or both of such devices is impractical and will not protect the system and the rights of the owner and/or is not economically feasible.
- C. Each owner will be required at his own expense to have dug a ditch for the connection of the water service line or lines from the property line of the owner to his dwelling or other portions of his premises, and to purchase and have installed the portion of the service line or lines from his property line to the place of use on his premises. He will maintain such portion of such line or lines at his own expense. In addition, each owner shall pay such connection charge, if any, as may be imposed by the Company before such owner will be entitled to receive water from the system.
- D. Each owner may be permitted to have additional service lines from the Company’s water system at the discretion of the Company upon proper application thereof and the tender of payment not to exceed the then existing connection charge. The approval by the Company of additional service lines to an existing necessary to protect the interest of other owners and to other property that need service along the distribution lines of the system. Each service line shall connect with the Company’s water system at the nearest available place to the place of

the desired use by the owner, if the Company's water system has sufficient capacity to permit the delivery of water through a service line at the point without interfering with the delivery of water through a prior service line. If the Company's water system is inadequate to permit the delivery of water through a water service line installed at such a place without interfering with the delivery of water through a prior line, then such service line shall be installed at such place designated by the Company.

- E. Each owner may be permitted to purchase extra water from the Company pursuant to such agreement as may from time to time be provided and required by the Company, such as is needed by him for domestic, agricultural or other purposes as may be desired, subject, however, to the provisions of such rules and regulations. Only such water may be delivered through his service lines as may be necessary to supply the needs of each owner, including his family, business or agricultural requirements. The water delivered through each service line may be metered separately, irrespective of the number of service lines owned by the owner.
- F. In the event the total water supply shall be insufficient to meet all the needs of the owner or in the event that there is a shortage of water, the Company may prorate the water available among the various owners on cash basis as is deemed equitable by the Company and may also prescribe a schedule of hours covering the use of water for agricultural purposes by particular owners and require adherence thereto or prohibit the use of water for agricultural purposes, provided that if at any time the total water supply shall be insufficient to meet all of the needs of the owners for domestic, livestock or agricultural purposes, the Company must first satisfy all of the reasonable needs for domestic purposes before supplying any water for livestock purposes and must satisfy all of the needs for all of the owners for domestic and livestock purposes before supplying water for other purposes, provided further that where a owner has more than one service lines until such time as the supply of water from the system is sufficient to meet all of the needs of the owners for domestic, livestock and garden purposes. During the periods of shutoff of additional service lines, the cost, if any of resuming the flow of water to such additional service lines shall be borne by the Company.

RULE #4 – OWNER SERVICE PIPES

- A. The Company will specify the size, kind and quality of the materials which shall be laid between the meter cock (or cut-off valve) or lot line and the structures on the premises to be supplied.
- B. The water service pipe from the meter cock (cut-off valve) to the place of consumption shall be furnished and installed by the property owner at his own expense and risk.
- C. The owner's service pipes and all connections, fixture, cross connections and backflow valves attached thereto shall be subject to the inspection and approval of the Company before the water will be turned on.
- D. The owner's service pipes shall be laid at all points at least three feet below the surface of the ground and shall be installed in trenches at least two feet in a horizontal direction from any other trench wherein are laid gas pipes, service pipe, or other facilities, public or private, unless otherwise specifically authorized or approved by the Company. In backfilling the trench, rock or ashes shall NOT be permitted within one foot of a service pipe and clean soil shall be filled in to a depth of at least one foot over a service pipe.

- E. Any repair, maintenance, replacement or relocation necessary on the owner's water service pipe or fixtures in or upon the owner's premises shall be performed by the owner at his/her expense and risk in a manner approved by the Company.
- F. The property owner shall install a stop of a type approved by the Company on the water service pipe inside the foundation of the building being supplied and so located as to be easily accessible to the occupants and to provide a bleed-off for all the water lines at the building. This shall not apply to existing dwellings in the time of institution of these WATER RATES.

RULE #5 – CROSS-CONNECTION AND BACK SIPHONAGE:

- A. No pipe or fixture connected to the mains of the Company shall also be connected with pipes or fixtures supplied with water from any other source.
- B. Piping systems supplying swimming pools or tanks shall be so arranged as to prevent water from re-entering the water distribution system by siphonage or other means. An independent supply pipe shall be provided in such a way that its discharge end is at least eight inches above the highest possible water level in such a swimming pool or tank. These installations shall in each case be approved by the Company.
- C. The plumbing on all premises supplied from the Company's water system shall conform to the Commonwealth of Virginia Sanitary Code and any Sanitary Code of New Kent County which may be applicable.

RULE #6 – METERS AND METER INSTALLATION

- A. The company shall determine the type and size of any meter to be installed.
- B. Meters will be furnished, installed and removed by the company and shall remain its property.
- C. Meters will be maintained by the company at its expense, except damage to any meter arising out of, or caused by the customer's negligence or carelessness shall be paid for by the customer.
- D. The customer receiving water through a meter shall promptly notify the company of any defects in or damage to the meter or its connection.

RULE #7 – METER TESTS AND TEST FEES:

- A. All meters shall be accurately tested before installation. Meters shall also be periodically tested in accordance with State Corporation Commission's Regulations. The company may at any reasonable hour remove any meter for routine tests, repairs or replacements.
- B. The company shall upon request of a customer, and if he so desires in his presence or that of his authorized representative, make without charge a test of accuracy of the meter in use at his premises, provided that the meter has not been tested within a period of two years previous to such request. A written report of the results of the test shall be furnished to the customer.
- C. If a meter test has been conducted within the past twenty-four months, and the customer still desires a test, the customer must pay the actual cost of the test, unless the meter is found to

have an average error greater than two percent (2%) in which case the test will be at no charge to the customer.

- D. Whenever a test of a meter reveals it to have an average error of more than two percent (2%), the company shall bill or refund to the customer, as the case may be, such percentage of the amount previous six months, as the meter was found to be in error at the time of the test, unless it can be shown from the records of either party that the error found has existed for a greater or lesser period, in which case the adjustment shall cover such actual period.

RULE #8 – OWNER DEPOSITS:

- A. The Company may at any time require of any owner a cash deposit of one quarter’s water charge or other suitable guarantee to secure the performance by the property owner of the terms and conditions of the Company under which water service supplied.
- B. The deposit shall be refunded to the owner after not more than one year if satisfactory credit has been established or after settlement of the owner’s account, whichever is first.
- C. Interest on the deposit will be paid at the rate determined annually by the State Corporation Commission from the date of deposit receipt to the date of deposit refund. Credit of interest shall be made annually.
- D. If the property owner fails to maintain satisfactory credit with the Company, it may require a deposit from the owner which will be held until the owner has established satisfactory credit for a period of not less than one year.

RULE #9 – TERMS OF PAYMENT:

- A. If a bill is not paid within (20) days after the billing date, service may be discontinued upon (10) days written notice to the deeded owner of record. The deposit, if any, may be applied against such bill and any other arrears due by the owner upon payment by the owner of all past due water charges, penalties thereon and any re-connection charge. The owner shall then be entitled to resumption of the water service.
- B. Owners are responsible for furnishing the Company with their correct address. Failure to receive bills will not be considered as excuse for non-payment nor permit an extension of the date when the account will be considered delinquent.
- C. If bills are to be sent to an address other than the premises served, the owner shall file with the Company an “APPLICATION FOR CHANGE IN NAME/BILLING ADDRESS” (WWC-71B). See RULE #2.
- D. The Company will send bills to and/or receive payments from agents or tenants. The deeded owner of record will be notified of delinquent bills and will remain liable for all charges.
- E. Payments shall be made at the office of the Company, by mail or in person.
- F. Payments for turning on water after service has been discontinued because of delinquent payment must be made to the Company office before the service is restored.
- G. Bills for availability fees or service shall be rendered quarterly.

RULE #10 – AVAILABILITY FEES:

- A. Water service is now available to all lots or parcel of real estate located in Woodhaven Shores Subdivision. All property owners are obligated by contract or deed restriction to pay a water service fee. All owners who have not connected to the system shall pay a water service availability fee to the Company of \$10.00 quarterly as determined by the recorded subdivision plat until a water connection has been made. Any owner who has connected to the system and has paid the connection fee, but has no dwelling on the lot, shall pay the Company a water service availability fee of \$15.00 quarterly, any owner who has a dwelling located on the premises shall pay the Company the sum of \$144.00 quarterly. If any owner owns adjoining lots or parcels to the one on which the above fees are being paid, that owner shall not be charged for water availability to those adjoining parcels until such time a dwelling has been erected on that (or those) adjoining parcel (s) or the lot or parcel is sold to another person.
- B. Should the owner have more than one dwelling on any lot or parcel then the owner shall pay \$144.00 quarterly for each dwelling.

RULE #11 – LATE PAYMENT CHARGES:

- A. Bills for service shall be rendered and due on the first day of April, July, October and January for the previous three months water service. A late fee of one and one-half (1 ½ %) per month may be added 30 days after the invoice date at the option of the Company.

RULE #12 – RETURNED CHECK CHARGE:

- A. There shall be a \$35.00 charge for checks returned for insufficient funds or for any other reason attributable to the owner.

RULE # 13– ABATEMENTS:

- A. There shall be no abatement of the rates in whole or in part, by reason of the extended absence of the property owner. No abatement shall be made for leaks or for water wasted by improper or damaged service pipes or fixtures belonging to the owner. However, individual cases may be considered for adjustment or settlement of a disputed charge for water use due to excessive leaks.
- B. Adjustments will not be considered for disputed bills for which **three (3) months** has elapsed from the date of such charges were billed.
- C. There will be no abatement of availability fees in whole or in part as listed in RULE #10 whether said water is actually used.

RULE # 14 – DISCONTINUANCE OF WATER SERVICE:

- A. Water service may be discontinued by the Company after ten (10) days' written notice for any of the following reasons:

1. For willful or indifferent waste of water due to any cause.
 2. Failure to protect and maintain the service pipe or fixtures on the property of the owner in a condition satisfactory to the Company.
 3. For molesting or tampering by the owner to others, with any meters, connections, or service pipe, meter cock, seal, cut-off valve, curb-box, or any other appliance of the Company controlling or regulating the owner's water supply.
 4. For failure to provide the Company's employees free and reasonable access to the premises supplied, or for obstructing the way of ingress to the meter, cut-off valve or other appliances controlling or regulating the owner's water supply.
 5. For non-payment of any account for water supplied, for water service or for any fee or charge accruing under these rules and regulations and the effective schedule of rates.
 6. For violation of any rule or regulation of the Company.
- B. Discontinuing the supply of water service to a premises for any reason shall not prevent the Company from pursuing any lawful remedy by action at law or otherwise for the collection of monies due from the owner. Such availability fees, if unpaid, shall constitute a lien against the lot, which lien shall be superior to all liens against the lot except those for governmental purposes.
- C. When water service to a owner has been terminated for any of the above stated reasons, it will be renewed only after the conditions, circumstances or practices which caused the water service to be discontinued are corrected to the satisfaction of the Company, and upon payment of all charges due and payable by the owner in accordance with these rules and regulations and the effective Schedule of Rates.

RULE # 15 – TURN-OFF/ON CHARGE:

- A. When it has been necessary to discontinue water service to any premises because of a violation of these rules and regulations, or because of non-payment of any bill, a charge of seventy-five dollars (\$75.00) will be made for turning on the water or providing service. This charge, together with any arrears payment that may be due the Company for charges against the owner, must be paid before the water service will be resumed. These payments must be made at the Water company office during business hours. The business office hours will be listed on the Turn – Off notice left at the residence at time of turn off.
- B. Company will not be held responsible for any damage to the Owners property that may occur because of Turning Service on or off.
- C. If it becomes necessary to turn the water off four times (4) (not necessarily to run in consecutive billing periods) a one year deposit may be required for turning on the water or providing service. See RULE #8.
- D. If at the time of such discontinuance of service for non-payment of bill, the owner does not have a deposit with the Company, the Company may require a deposit as a guarantee of the payment of future bills, as set forth in RULE #8 before service will be resumed.
- E. Turn off/on for the convenience of the owner, for owner to make repairs to the owner's property or for an extended absence from the property a fee of thirty-five dollars (\$35.00) must be paid prior to the service being preformed

RULE #16 – PRESSURE AND CONTINUITY OF SUPPLY:

- A. In high level sections where pressure is low the owner shall, if he desires a higher pressure than that furnished at the mains of the Company, install at his own expense a tank and/or booster pump of a type and installation approved by the Company.
- B. Where the pressure to an owner's premises is greater than he wishes, it shall be his responsibility to install the proper regulating device to reduce the pressure to the extent desired.

RULE #17 – INTERRUPTION IN WATER SUPPLY:

- A. The Company may at any time shut off the water in the mains in case of accident, or for the purpose of making connections, alteration, repairs, changes, or for other reasons and may restrict the use of water to reserve a sufficient supply for fire service or other emergencies whenever the public welfare may require.
- B. While it is the intention of the Company to give in advance of any work which must be done that will necessitate any interruption of the supply, such notice is to be considered an accommodation and not a requirement on the part of the Company. Property owners must so regulate their installations connected with the water supply system that damage will not occur if water is shut off without notice.
- C. The Company will undertake to use reasonable care and diligence in order to prevent and avoid interruptions and fluctuations in the service, but it cannot and does not guarantee that such will not occur.

NEW CONSTRUCTION **WWC-71A**
Woodhaven Water Co. 7242-A Lakeshore Drive Quinton, Virginia 23141

Water Connection Work Sheet

DATE _____ CHECK# _____

Lot # & Location of Connection _____

Address of Lot _____

Deeded Owner of Record _____

*Race _____ *Gender _____

Mailing address _____

Telephone# or #'s _____

Date Needed _____ Price or Terms: \$4500.00

Signature of Owner _____

.....
Work Performed by _____ Date Completed _____

NOTE: New Service Connection Fee: \$4500.00

A minimum of 30 days notice is required for connection.

An "Application Processing Fee" of \$35.00 is required when making application for a New Service and must accompany the application.

1. The term "owner" as used herein is owner named on Deed of record who has applied for service or availability of service in Woodhaven Shores.
2. The Woodhaven Water Company will maintain and replace all water service connections from the main in the street to the property line.
3. The owner will be required at his own expense to have dug a ditch from the connection of the water service line from the property to his dwelling. The owner will maintain such portion of service line at his expense.
4. The owner shall protect and maintain the area around the water connection on his property in a condition satisfactory to the Woodhaven Water Company
5. The owner service pipes shall be laid at all points at least three feet below the surface of the ground. In backfilling the trench, rock or ashes shall NOT be filled in to a depth of at least one foot over a service pipe.

* Information required for statistical purposes only as part of Federal Fair Housing Law. See reverse side.

CHANGE IN NAME/BILLING ADDRESS WWC-71B

Woodhaven Water Co. 7242-A Lakeshore Drive Quinton, Virginia 23141

Application for Service – CHANGE IN NAME/BILLING ADDRESS

An application for a "CHANGE IN NAME/BILLING ADDRESS" is required for water service from Woodhaven Water Company

PART I – Conditions of Service – This part describes the responsibilities of the property owner and the Woodhaven Water Company and should be reviewed carefully by the owner.

PART II – CHANGE IN NAME/ BILLING ADDRESS – This part should be completed whenever there is a change in name/billing address.

1. The term "owner" as used herein the deeded owner of record who has applied for service or availability of service in Woodhaven Shores Subdivision.
2. The owner will be sent bills. The owner is liable for all charges.
3. The owner fully understands that with proper notice, Woodhaven Water Company will terminate service when an account remains unpaid. Failure to receive a bill will not be considered as an excuse for non-payment. Termination of water service results in penalties being applied. All fees are to be paid before water service will be resumed.
4. Bills for service shall be rendered and due on the first day of April, July, October and January for the previous three months water service. A Late Fee of 1 ½% per month may be added 30 days after the invoice date at the option of the Company on owners' lot.
5. No person shall turn the water on or off at any street valve, corporation cock, meter cock or other connection, or disconnect or remove any meter, cut-off valve or valve box or disturb any connection pipe or service line without the consent of Woodhaven Water Company Penalties provided by law for any such unauthorized action will be enforced.
6. The owners agree to abide by all Rules & Regulations of Woodhaven Water Company, and to pay all charges of Woodhaven water Company in effect at the date of this contract or as may hereafter be changed by approval of the State Corporation Commission of Virginia.

PART II – CHANGE IN NAME / BILLING ADDRESS

Date of Change _____ Lot# _____

Address of Lot _____

Deeded Owners of Record _____

Deed Book & Page # _____ *Race _____ *Gender _____

Telephone# _____

Old Mailing Address _____

New Mailing Address _____

Signature of Owner _____

* Information required for statistical purposes only as part of Federal Fair Housing Law. See reverse side.

CHANGE IN OWNERSHIP FORM

WWC-71C

Woodhaven Water Co. 7242-A Lakeshore Drive Quinton, Virginia 23141

Application for Service - Change in Ownership

An application for water service is required for water service from Woodhaven Water Company for service is divided into two parts as follows:

PART I – Conditions of Service – This part describes the responsibilities of the property owner and the Woodhaven Water Company and should be reviewed carefully by the owner.

PART II – Change in Ownership – this part should be completed whenever there is a change in ownership. (Owner is name that is on the Recorded Deed with New Kent County)

NOTE: An “Application Process Fee” of \$35.00 is required when making application for service and must accompany the application.

1. The term “owner” as used herein is the Deeded owner of record who has applied for service or availability of service in Woodhaven Shores Subdivision.
2. The owner will be sent bills. The owner is liable for all charges.
3. The owner fully understands that with proper notice, Woodhaven Water Company will terminate service when an account remains unpaid. Failure to receive a bill will not be considered as an excuse for non-payment. Termination of water service results in penalties being applied. All fees are to be paid before water service will be resumed.
4. Bills for service shall be rendered and due on the first day of April, July, October and January for the previous three months water service. A late fee of 1 ½% per month may be added 30 days after the invoice date at the option of the Company.
5. No person shall turn the water on or off at any street valve, corporation cock, meter cock or other connection, or disconnect or remove any meter, cut-off valve or valve box or disturb any connection pipe or service line without the consent of Woodhaven Water Company Penalties provided by law for any such unauthorized action will be enforced.
6. The owners agree to abide by all Rules & Regulations of Woodhaven Water Company, and to pay all charges of Woodhaven water Company in effect at the date of this contract or as may hereafter be changed by approval of the State Corporation Commission of Virginia.

PART II – CHANGE OWNERSHIP

Date of Application _____ Date of Service to Begin _____

Lot# _____ Address of Lot _____

Previous Owner _____

Deed Book & Page# _____

Deeded Owner of Record _____

*Race _____ *Gender _____

Mailing Address _____

Telephone #'s Home _____ Cell _____ Work _____

Signature of Owner(s) _____, _____

* Information required for statistical purposes only as part of Federal Fair Housing Law. See reverse side.

TENANT / LANDLORD AGREEMENT FORM **WWC-71D**
Woodhaven Water Co. 7242-A Lakeshore Drive Quinton, Virginia 23141

Application for Service - Change in Tenant

An application for water service is required for water service from Woodhaven Water Company for service is divided into two parts as follows:

PART I – Conditions of Service – This part describes the responsibilities of the property owner and the Woodhaven Water Company and should be reviewed carefully by the owner.

PART II – Change in Tenant – this part should be completed whenever there is a change in tenant. (Owner is name that is on the Recorded Deed with New Kent County)

1. The term “owner” as used herein is the Deeded owner of record who has applied for service or availability of service in Woodhaven Shores Subdivision.
2. The owner will be sent late notices if the tenant has not paid on time. The owner is liable for all charges.
3. The owner fully understands that with proper notice, Woodhaven Water Company will terminate service when an account remains unpaid. Failure to receive a bill will not be considered as an excuse for non-payment. Termination of water service results in penalties being applied. All fees are to be paid before water service will be resumed.
4. Bills for service shall be rendered and due on the first day of April, July, October and January for the previous three months water service. A late fee of 1 ½% per month may be added 30 days after the bill date at the option of the Company.
5. No person shall turn the water on or off at any street valve, corporation cock, meter cock or other connection, or disconnect or remove any meter, cut-off valve or valve box or disturb any connection pipe or service line without the consent of Woodhaven Water Company Penalties provided by law for any such unauthorized action will be enforced.
6. The owners agree to abide by all Rules & Regulations of Woodhaven Water Company, and to pay all charges of Woodhaven water Company in effect at the date of this contract or as may hereafter be changed by approval of the State Corporation Commission of Virginia.

PART II – CHANGE of TENANT

Date of Change _____
Lot# _____ Address of property _____
Owner’s name _____
Owner’s address _____
Tenant Name _____
Tenant Telephone #'s Home _____ Cell _____ Work _____
Signature of Owner(s) _____,

* Information required for statistical purposes only as part of Federal Fair Housing Law. See reverse side.

Back of forms WWC-71A, 71B 71C & 71D

FEDERAL FAIR HOUSING LAW DISCLOSURE

All applications are considered without regard to race, color religion, sex, national origin, age, marital status, or physical or mental handicap of the members of the groups applying for application (provided the applicant has the capacity to enter into a legal contract), and service must be extended on the same basis. The information solicited on this application is requested by Woodhaven Water Company in order to assure the Federal Government, acting through its Rural Development, that federal laws prohibiting discrimination against applicants is complied with. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, the company is required to note the race/national origin and sex of an individual applicant on the basis of visual observation or surname.