

**COFFEE COUNTY WATER AUTHORITY**  
**401 E. DAVIS ST**  
**ELBA, ALABAMA 36323**  
**(334) 897-0150**

**APPLICATION FOR NEW SERVICE**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Driver License Number: \_\_\_\_\_ Issue State: \_\_\_\_\_

Social Security or EIN Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Service Address: \_\_\_\_\_  
*CITY STATE ZIP*

Billing Address: \_\_\_\_\_  
*CITY STATE ZIP*

Owner Name (Renters Only): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

I have received a copy of the Rules and Regulations. \_\_\_\_\_

**All card transactions are assessed a processing fee.**

Credit/Debit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Card Billing Zip: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

*Tap Fee*

*Availability fee*

*Permit fee*

*Meter Set fee*

*Coffee County Water Authority Employee Signature*

*Date*

# COFFEE COUNTY WATER AUTHORITY

## RULES AND REGULATIONS

Our bills are due on the 10<sup>th</sup> day of the month. No exemptions for holidays and weekends.

Please contact our office if you do not receive a bill in the mail. All accounts not paid in full by the 10<sup>th</sup> will receive a reminder letter. A delinquent charge of \$2.50 plus a 10% charge will be added to the balance.

All accounts not paid in full by the 20<sup>th</sup> day of the month will be assessed a \$50.00 delinquent fee and the meter will be locked. The entire balance must be paid before water service will be restored.

All meters are subject to removal from the meter box if meter is associated with an account that has been inactive for 90 days or no payment has been made for 90 days. A meter set fee will be required to install a meter at that location.

Customers are required to notify our office if they are moving so that we can close out the account and mail the final bill to your new mailing address.

The unauthorized use of water from our fire hydrants and meters is prohibited. Illegal tampering with our meters will result in the removal of the water meter and a \$500.00 fine.

Only one house/building per water meter is allowed. Connecting additional houses or mobile homes to the meter is illegal and will result in the discontinuation of your water service.

The meter service line, water meter box, electronic water meter and the back flow preventer attached to the meter are property of Coffee County Water Authority. The customer is responsible for any damage to those items.

It is extremely important to install a pressure regulating valve on your side of the meter. This is to prevent high water pressure from causing any damage to your plumbing, faucets, etc.

We accept the following forms of payment: cash, checks, money orders, bank draft.

We also accept payments over the phone 334-897-0150. There will be a convenience fee added for all over the phone payments.

Payments can also be made online at [coffeecountywater.com](http://coffeecountywater.com). There will be a convenience fee added for all online payments.

**COFFEE COUNTY WATER AUTHORITY**  
**WATER ACCOUNT PERSONAL GUARANTEE**

This guarantee dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, is between \_\_\_\_\_ (name) whose address is \_\_\_\_\_, and social security number is \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_, hereafter known as "Guarantor," and the Coffee County Water Authority.

In consideration of the Coffee County Water Authority extending water services for \_\_\_\_\_ (name) whose account address is \_\_\_\_\_ hereafter known as "Account Holder"

plus other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Guarantor personally guarantees full and complete performance of payment for their use of services provided by the Coffee County Water Authority for water. To the extent permitted by law, the Guarantor waives all defenses, counter claims or offsets that are legally available to the Guarantor with respect to the payment of the Account Holder's balance. This Personal Guarantee shall be construed exclusively in accordance with and governed by the laws of the State of Alabama.

\_\_\_\_\_  
Account Holder's Signature

\_\_\_\_\_  
Guarantor's Signature

\_\_\_\_\_  
Witness