



WASHINGTON COUNTY SERVICE AUTHORITY

25122 Regal Drive • Abingdon, VA 24211

(276) 628-7151

Bristol 669-7153

(276) 628-3594 fax

Smyth Co. 783-7159

www.wcsa-water.com

APPLICATION FOR TRANSFER OF SERVICE (Please Print)

- 1. Today's Date:
2. Last Name: First Name: M.I.
3. Your Social Security #: Your Driver's License #:
4. Spouse's Name:
5. Spouse's Social Security #: Spouse's Driver's License #:
6. Primary Phone #: Secondary Phone #:
7. Service Address:

STREET CITY STATE ZIP

If your mailing address is the same as your service address, please skip to number 9.

- 8. Mailing Address:

STREET CITY STATE ZIP

- 9. Have you ever had service with us before? Yes No If no, please skip to number 11.

- 10. Previous Service Address:

STREET CITY STATE ZIP

- 11. Payment Options: \$40 enclosed with Application \$40 billed on first statement

In signing this document, I agree to abide by WCSA's Conditions of Application. I also certify that to the best of my knowledge, the above information is correct and complete.

- 12. Applicant Signature:

- 13. Spouse's Signature:

- 14. If you have a current account with us and would like this service to be disconnected, please complete the following information.

Service Name: Service Address:

Account#: Meter Sequence#: Telephone#:

Date of Disconnection: Final Billing Address:

For Office Use Only: Customer Service

- 1. Date Received: Date in effect:
2. Receipt Number: Amount: \$
3. WCSA Employee:
4. Previous Customer Name:
5. Account Number:
6. Meter Sequence Number:
7. Type of Application: Set Transfer
8. Date Posted: Made Active:

For Office Use Only: Meter

- 1. Date:
2. Reading:
3. WCSA Employee:
4. Meter: On Off (running)

SPECIAL NOTES:

Blank lines for special notes

Name:

For Office Use Only:

New Account #:

Initials:



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CONDITIONS OF APPLICATION

CUSTOMER RESPONSIBILITY

1. Pay all charges associated with a Transfer or New Connection of Service. All charges will be promptly refunded only if service cannot be provided.
2. Prohibit any extension of the property owner's service line to serve additional customers. All connections for new customers must be made on the main WCSA line and be metered separately.
3. Take responsibility for the payment of the monthly water/wastewater bill. Wastewater bills will be based on water usage and will begin as soon as inspection is approved. Water service will be disconnected for non-payment of water or wastewater service.
4. Abide by WCSA Rules and Regulations. Specifically with regard to the following:
 - a. The customer will keep their meter accessible at all times.
 - b. The customer will allow WCSA access (at reasonable times) to inspect connections, pipes, or plumbing fixtures.
 - c. The customer will be responsible for locating and repairing all leaks on the customer's side beyond the meter or the first cleanout.
 - d. The customer will comply with WCSA's Cross Connection Control Program.
 - e. The customer will be responsible to inform WCSA of any changes to their account. This includes (but is not limited to): name, phone or address change.

ADDITIONAL CUSTOMER WATER SERVICE RESPONSIBILITIES

1. Take responsibility for all plumbing on the customer's side beyond the meter. This includes extending the plumbing to the meter and installing a pressure reducing valve and cutoff valve on the customer's side of the meter.
2. Disconnect all private sources of water (wells, springs, etc.) from the building plumbing before connecting to the WCSA water main.
3. Accept WCSA's minimum pressure of 20 psi at the meter as well as any limitations of service including high or low pressures that may be dependant on elevation.

ADDITIONAL CUSTOMER WASTEWATER SERVICE RESPONSIBILITIES

1. Take responsibility for all plumbing on the customer's side beyond the first cleanout. This includes bringing the plumbing to the first cleanout, installing a cleanout plug at 50-foot intervals (minimum) between the lateral and the first plumbing fixture and installing a flap valve (backflow prevention device) on the customer's side of the first cleanout.
2. Contact WCSA for inspection of the service line PRIOR to covering the line.
3. Prevent drainage water from entering the wastewater system through connections of downspouts, rain gutters or other drainage system to the wastewater system.
4. Prohibit the emptying of greases, oils, petroleum products, toxics, pesticides, chemicals, or other harmful products, other than sanitary wastes to drains or wastewater lines.

WCSA RESPONSIBILITIES

1. Upon payment or arrangement of payment of the service connection fee, WCSA will furnish and install a complete water/wastewater connection to the WCSA main line.
2. Provide and supply a potable water supply and operate a sanitary wastewater system, striving to keep service interruptions to a minimum, and promptly repairing breaks to the WCSA main line.
3. Abide by WCSA's Rules and Regulations which are in accordance with County and State laws.