

Misty Mountain Domestic Water Improvement District

Delinquent Payment Notice

FIRST NOTICE SECOND NOTICE **THIRD NOTICE (service cut off)** (circle one)

As noted in the MMDWID policies, "Meter is subject to shut-off and lock-off after three (3) months of non-payment." A warning letter will be sent for the first two months of delinquency in payment, then, after the third month of non-payment, a letter will be sent announcing the shutting off of the meter. The fee to unlock and turn on a shut-off meter (\$200) is in addition to payment of the outstanding account in full.

Member Name _____

Effective _____ (date) your account is delinquent by \$ _____ for your _____ (month) bill which was due on _____ (date).

Please submit payment to avoid shut-off.

First Notice Sent _____ (30 days PAST DUE)

Second Notice Sent _____ (60 days PAST DUE)

Third Notice Sent _____ (90 days PAST DUE) **SERVICE SHUT OFF
AT END OF MONTH**

EXAMPLE:

Misty Mountaineer didn't pay her \$50 December bill, which came due on January 20.

She will receive a first delinquency notice on or shortly after January 20.

Meanwhile, she incurs a January bill of \$30. She now owes \$80.

If she doesn't pay the January bill by February 20, an additional sequence of notices will start for the January bill.

If she doesn't pay the December bill by February 20, she will receive a second notice.

If she doesn't pay the December bill by March 20, she will receive the third notice that her meter will be shut off on March 31.

For any month for which she hasn't paid on time, she will receive an additional first, second and third notice until she pays that bill.

Please pay on time to prevent a possible \$200 fee for yourself and extra work for the bookkeeper. Thank you.