

JEFF DAVIS WATER & SEWER COMMISSION #1
BILLING & PAYMENT
POLICY

1. NO CASH will be accepted by mail or in the office, NO EXECPTION.

Payments can be made with a check, money order, cashier's check or debit card. You may also sign-up for bank draft. If you would like to sign-up for bank draft go to www.jdwc1.com, print form, fill out form and mail to our office with a voided check. We draft on the 10th of each month. You can also make payment by phone with a debit card. We do have a payment drop box on the front gate for weekends, and after business hours payments. You can make payment on-line at jdwc1.com. with a debit card.

2. There is a \$25.00 service fee for any NSF checks received. Any customer issuing (2) insufficient funds check will no longer be able to pay by check, only by money order or debit card. If an NSF payment is received on your account then your account is considered delinquent and the meter will be locked for non-payment without farther notice. After the (2) NSF limit is reached, any other payments made with a check will be returned to the customer, this may cause your account to receive a late charge and delinquent charge.

3. Bills are mailed out the last week of each month. If you do not receive your bill by the 5th of each month, please call our office for your account total.

4. The net amount is due in our office by the 15th of each month. If the net amount is not in our office on the 15th you will be charged a \$10.00 late fee. You will receive a disconnect notice after the 15th. If payment is not in our office by 4:00 p.m. on the last work day of each month a \$40.00 delinquent fee is added to your account and meter will be locked. **NO EXCEPTIONS.** Jeff Davis Water and Sewer Commission #1 shall not be liable for any loss or damage resulting from meter being locked for non-payment.

5. When your meter is locked for non-payment and payment is made before 3:00 p.m. your meter will be unlocked the same day. Payment made after 3:00 p.m. meter will be unlocked on the next business day.

6. The customer is responsible for any meter damage cost including a \$25.00 service call charge. Please read carefully our Tampering & Theft Policy.

7. If you would like to receive an alert by text and e-mail when water services is interrupted to make repairs or flushing the water lines go to www.jdwc1.com to sign-up for the alert. If you have any questions about this service please call our office.

8. Upon request there will be a \$25.00 customer service call fee. Jeff Davis Water & Sewer Commission #1 will not be liable for any water leaks after the service connection (water meter).

9. SDWP – Safe Drinking Water Program fee is \$1.00 per month for each active meter. This fee is charged by the Louisiana Dept. of Health and Hospitals and is sent to them upon receipt from our customers.

WE ARE AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

