PHONE: 251-626-5554 FAX: 251-626-5540



CUSTOMER INFORMATION SHEET

- Bills will be processed and mailed every month for previous month's services.
- Late charges (10%) will post for any unpaid balance on day following due date.
 Cut-offs will take place on the 10th day after due date.
- Failure to pay the current due amount before 10th day after due date will result in disconnection of service.
- A \$50 Processing Fee will be assessed on all accounts appearing on the disconnect list at 8:00am on cut-off day.
- All past due balances, late fees, processing fees, and return check fees must be paid in full at the BWS office or online before any services will be reestablished.
- A \$30 returned check fee will be assessed to all accounts for which we receive a returned payment. Water service may be interrupted for the receipt of a returned payment and may be subject to a \$50 reconnect fee if balance is not promptly paid. It is not our responsibility to notify the customer of the receipt of a returned payment. The returned payment balance along with all fees must be paid promptly in person or online.
- The ability to make online payments or check payments may be revoked after two returned payments.
- Never leave cash in drop box.
- We are not responsible for the performance of the Postal Service.
- We accept the following payment methods:
 - Cash , Check, Money Order
 - Visa, Mastercard, Discover, Diners Club, JCB, American Express (Bills only, not deposits)
 - ACH Debit: Fill out ACH form. Bill will draft each month.
 - Online at http://www.bwsinc.us



For current Belforest Water System Water Rates, please visit belforestwater.com/publications

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