



APPLICATION FOR CONSTRUCTION OR HYDRANT METER

Welcome to Thurston PUD! Enclosed are forms to set up your account for water service.

- **Application for Service:** This form is mandatory. Please complete the entire page.
- **Direct Debit Application:** This is an optional form for those that are interested in automatic payments through our Direct Debit service.

A one-time new account service charge of \$35.00 will be billed on your first statement. A refundable temporary service deposit of \$1,500 is required before a water meter will be installed.

We have several options available for paying your water bill, shown below.

- Pay online at www.thurstonpud.org. You will be able to review and pay your bill by registering online. Customers can also set up automatic payments online using our Auto Pay service. Payment will be drafted from your saved payment method around the 15th day of each month.
- Our office also offers a Direct Debit service. Please complete the attached Direct Debit Application if you are interested. Payment will be drafted from your bank account around the 15th day of each month.
- Call us toll-free at (866) 357-8783. We offer an automated payment option by phone, available 24/7.
- Payments can be mailed to Thurston PUD, 1230 Ruddell Road SE, Lacey, WA 98503.
- Payments may be made in our office Monday through Friday from 8:00 a.m. to 4:30 p.m. A drop box is located in the office parking lot for payment drop off as well. *Thurston PUD is not responsible for any payments left in the drop box.*

Bills are mailed on the last business day of each month. Payments are due by the 15th of each month. A past due fee of \$5.00 will be charged if your payment is not received by the due date.

Thurston PUD requires customers maintain clear access and entry to our facilities and equipment at all reasonable times so we may read, inspect, maintain, connect or disconnect our equipment. Please keep the area around your water meter clear at all times. Customer meters are read once every month to correspond with our billing cycle.

Thurston PUD will use all reasonable means to provide an adequate and continuous water service for all customers, but in case the water service is interrupted or reduced, for any cause, Thurston PUD shall not be liable for any injuries or damages resulting therefrom, and such interruption or reduction in service shall not give rise to any cause of action as for a breach of agreement for service.

If you have any questions or concerns, please contact our Customer Service Team at (360) 357-8783 or by email at PUDCustomerService@thurstonpud.org. We look forward to serving you! **In the case of a water service emergency, please contact us at (360) 357-8783. Calls received after normal business hours will be routed to our answering service and on-call field operations staff.**

Please complete this application packet and return to our office by email, fax, or to the address below.

APPLICATION FOR CONSTRUCTION OR HYDRANT METER

Please complete this form and return to the address listed below.

Service _____
Address: _____

Mailing _____
Address: _____

Please complete the following for the Account Holder/Business.

First: _____ Last (or Business): _____

SSN or EIN: _____

Email Address: _____

Please list at least one telephone number for the account.

Primary: _____

Alternate: _____

Alternate: _____

The District may contact you regarding the status of your account, as well as to inform you of service emergencies or outages and/or other general news. It is the customer's responsibility to maintain current contact information with the District.

Others Authorized on Account: _____

A copy of the rates, rules and regulations mentioned in the above application is on file in this office and may be examined upon request. In the event legal action should become necessary to collect any unpaid balance due for services rendered, I/we agree to pay reasonable attorney's fees or other such costs as the Court determines proper. I agree that the venue for any legal action shall be Thurston County. I further understand that delinquent utility charges have the potential to be sent to Collections.

On your first statement you will see a one-time new account set up fee of \$35.00 billed under 'Additional Billing'. A refundable temporary service deposit of \$1,500 is required before a water meter will be installed.

Effective Date: _____

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Water System: _____ Effective Date: _____

Account No.: _____ Deposit Required: _____

Comments: _____



DIRECT DEBIT APPLICATION

Direct Debit is optional. If you'd like to set up Auto Pay from a Visa or Mastercard instead, please visit www.thurstonpud.org to set up an account online.

Customer Account Information

Customer Account Number: _____

Customer Name: _____

Customer Mailing Address: _____

Main Phone: _____ Alternative Phone: _____

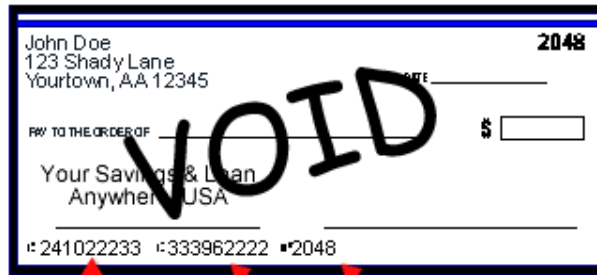
Bank Information

Bank Name: _____

Account Number: _____

Routing Number: _____

Please provide a voided check with this application.



Routing Number Account Number Check Number

I authorize Thurston PUD to withdraw funds directly from the bank account listed above for my monthly water service. I understand that my monthly bill will be debited around the 15th day of every month.

Signature: _____ Date: _____

OFFICE USE ONLY		
Account Number:	Date Added:	Initials: