

LEAKESVILLE APPLICATION FOR WATER SERVICE

(Please print clearly)

Mailing address:

- 1. Name: _____
- 2. Street: _____
- 3. City, state, zip: _____
- 4. Telephone# _____
- 5. License# _____
- 6. Social security# _____
- 7. Email address: _____

Location where service will be provided?

- Are you married? Y / N
- Spouse name _____
- Have you or your spouse ever had water service with Leakesville? Y / N
- If so, when? _____
- Have you ever had water service in Greene County Y / N
- If yes, where? _____

1) Is this a current meter at this location? Y / N

2) Are you renting this residence? Y / N

A) please provide a copy of the lease, rental, lease to purchase agreement, etc.

B) deposits for rental properties are \$200.00. \$100 due upon the signing up this application and the remainder must be paid within 30 days.

3) Is this service to a mobile home? Y / N

(please answer the following questions if you answered yes to question number 3.)

A) Do you own this mobile home?

a. Y / N

B) Do you own the land where the mobile home is located on?

a. Y / N

C) Who are you renting this mobile home from (landlord)?

_____ Is this mobile home in the city limits.

a. Y / N

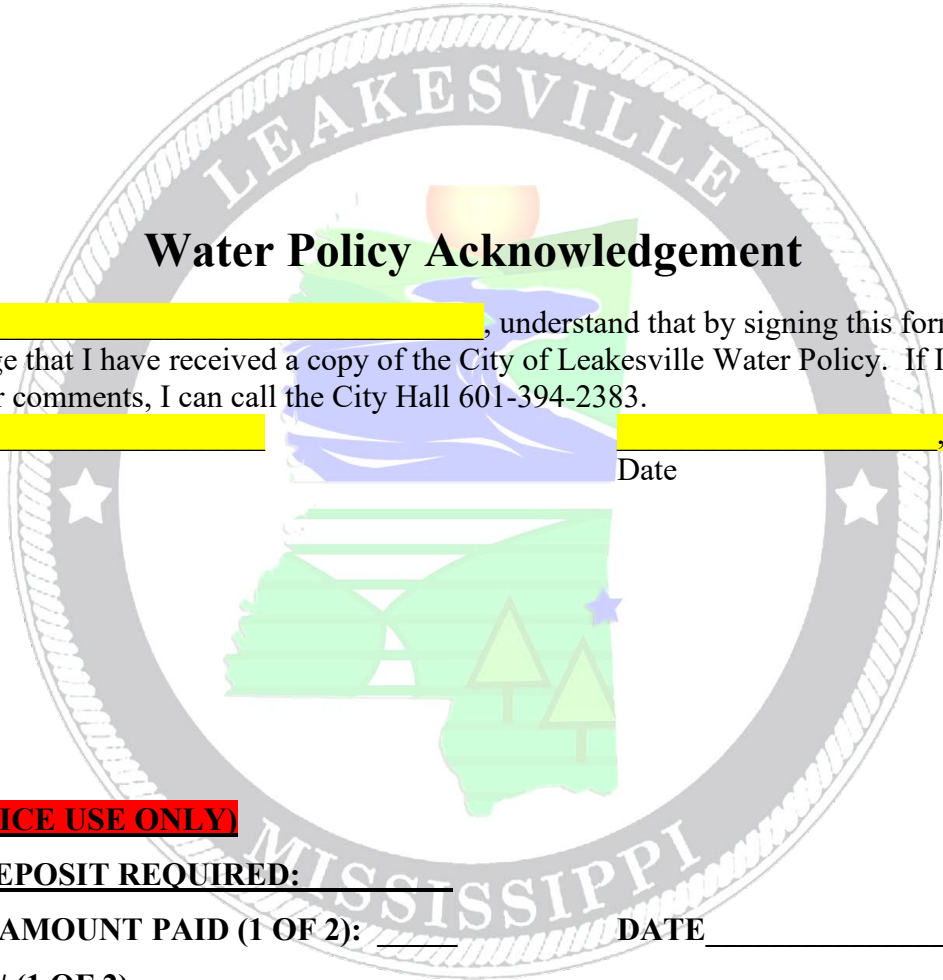
b. if yes, please ask the clerk for additional information required to place a trailer in the city limits

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I hereby certify that all information given on this application for the purpose of securing water service with the city of Leakesville and determining the deposit and tap fee's due and also to certify identity is all true and correct.

Date

Signature of applicant



Water Policy Acknowledgement

I, _____, understand that by signing this form I acknowledge that I have received a copy of the City of Leakesville Water Policy. If I have any questions or comments, I can call the City Hall 601-394-2383.

_____, 20

Signature

Date

(FOR OFFICE USE ONLY)

TOTAL DEPOSIT REQUIRED: _____

DEPOSIT AMOUNT PAID (1 OF 2): _____ **DATE** _____

RECEIPT# (1 OF 2): _____

DEPOSIT AMOUNT PAID (2 OF 2): _____ **DATE** _____

RECEIPT# (2 OF 2): _____

WATER TAP AMOUNT PAID: _____ **DATE** _____

RECEIPT# _____

SEWER TAP AMOUNT PAID: _____ **DATE** _____

RECEIPT# _____

EMPLOYEE INITIALS: _____

Water and Sewer User Agreement

This Customer agrees to grant the City of Leakesville, or its successors and assigns a perpetual easement in, over, and under and upon the above-described land with the right to erect, construct, install, and lay, and thereafter use, operate, inspect, repair, maintain, replace, and remove water pipelines and appurtenant facilities, together with the right to utilize adjoining lands belonging to the Customer for the purpose of ingress to and egress from above-described land.

The Customer shall install and maintain at the Customer's expense a service line, which shall begin at the meter or sewer grinder station and extend to the dwelling or place of use. The service line shall connect to the City's water meter or sewer grinder station. If there is a sewer grinder station, the customer shall provide and allow electricity access to the sewer grinder station.

The Customer also agrees to be fully responsible for the service line from the meter or grinder station to the home including the installation of an approved back-flow device if required.

The Customer agrees to comply with and be bound by the Articles, Bylaws, Rules and Regulations of the City, now in force or as hereafter duly and legally supplemented, amended, or changed. The Customer also agrees to pay for water at such rates. Time and place shall be determined by the City, and agrees to the imposition of such penalties for noncompliance as are now set out in the City's Bylaws and Rules and Regulations, or which would include all water and sewer connection fees.

The Customer agrees to pay the City all necessary deposits, and in the event the City, for cause, terminates service to the Customer, either voluntarily by the Customer request, the deposit shall be held and applied by the City to any unpaid balance then owing on service to the Customer's account. Should the account be fully paid at the time of termination of service to the Customer, the deposit shall be refunded by the City within a reasonable time thereafter.

The Customer agrees to pay the City of Leakesville specified water and sewer rates that will not exceed one and one half the time the amount that is charged to citizens that reside within the City Limits. This is the maximum limit that is allowed by the Mississippi Public Service Commission, whose jurisdiction the City is under.

The City shall have final authority in any question of location of any service line connection to its water and sewer main lines. The City shall determine the allocation of water to the Customers in the event of a water shortage; and may shut water or sewer services off to a Customer who allows a connection or extension to be made off of the Customer's service line for the purpose of supplying water to another user. In the event the total water supply shall be insufficient to meet all of the needs of the Customers, or in the event there is a shortage of water, the City may pro-rate the water available among the various Customers on such basis as deemed equitable by the Mayor and Board of Aldermen. The City may also prescribe a schedule of hours covering use of water for agricultural purposes; provided that, if at any time the total water supply shall be insufficient to meet all the needs of all the Customers for domestic purposes before supplying any water for livestock purposes and must satisfy all needs of all the Customers for domestic and livestock purposes before supplying any water for agricultural purposes.

The Customer agrees that no other present or future source of water or sewer will be connected to any water lines or sewer lines served by the City's water or sewer lines and will

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disconnect from the present water supply prior to connecting to and switching to the City’s system, and shall eliminate their present or future cross-connections in the Customer’s systems.

The Customer shall connect the service lines to the City’s water meter or sewer lines and shall commence to use water from the system the date water or sewer is made available, to the Customer by the City. Water or sewer charges to the Customer shall commence on the date service is made available, and when the Customer connects to the system.

In the event the Customer shall breach this contract by refusing or failing without just cause, to connect a service line to the City’s distribution system as set forth above, the Customer agrees to pay the city a lump sum of \$150.00 as liquidated damages and all related costs of collections. It is expressly understood and agreed by parties hereto, that the said amount is agreed upon as liquidation damages in that the breach by the Customer in either of the respect set forth above would be difficult, if not impossible, to prove the amount of such damages. The parties hereto have computed, estimated, and agreed upon said sum in an attempt to make a reasonable forecast of probable actual loss of the difficulty estimating with exactness the resulting damages.

The Customer shall receive a copy of the City of Leakesville Water Department FAQ at the time of this agreement.

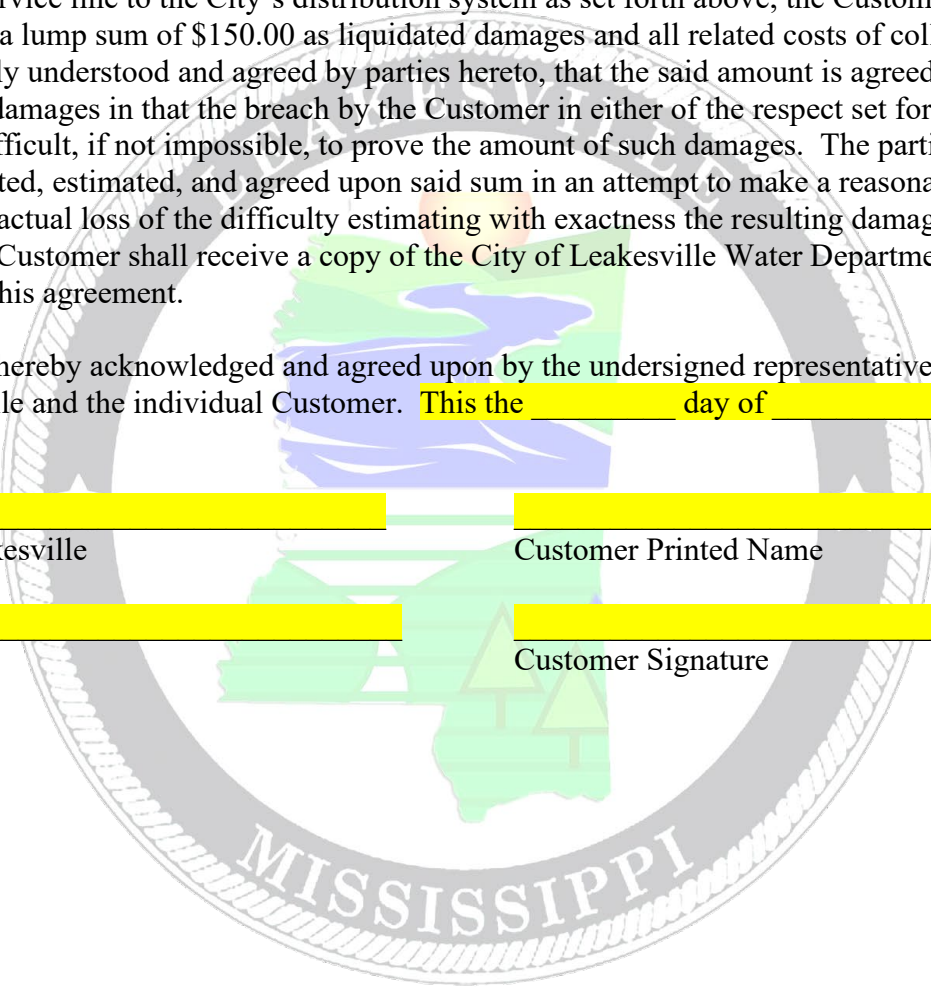
It is hereby acknowledged and agreed upon by the undersigned representative of the City of Leakesville and the individual Customer. This the _____ day of _____, 20_____.

City of Leakesville

Customer Printed Name

Signed

Customer Signature



Water Policy

Late Charges and Disconnects

- **Late Charges:** Late charges will be applied on the 15th of each month. If the 15th falls on a weekend or holiday, charges will be applied on the following business day after noon. A late charge of \$10.00 or 10% of the balance, whichever is greater, will be assessed for accounts with a balance exceeding \$10.00.
- **Disconnects:** Disconnections will occur on the 25th of each month. Accounts with a balance exceeding \$40.00 will be disconnected. A \$35 reconnection fee applies. Disconnects will be performed on the following business day after noon if the 25th falls on a weekend or holiday.
- **After-Hours Fees:** Connection or reconnection requests made outside of business hours (8:00 AM - 4:30 PM) will incur a \$40 after-hours fee in addition to regular fees.
- **Payment Deadlines:** Payments must be received by 4:30 PM on the 15th to avoid late charges. Payments must be received by 4:30 PM on the 24th to avoid disconnection.
- **Lost or Delayed Mail:** The City of Leakesville is not responsible for lost or delayed mail. Payments are posted based on the receipt date, not the date written on the check or money order.

Pool Discounts

Homeowners with pools may receive a discount on the sewer portion of their bill for water used to fill and maintain their pool twice a year. A City employee must inspect the pool to determine its volume and verify the discount amount. The account holder must sign a waiver allowing a City employee to access the property and schedule an inspection.

Returned Checks

A \$40.00 return check fee will be assessed for returned checks. The original amount of the check and the fee must be paid within 48 hours of notification. The City is not responsible for contact issues due to incorrect or missing information. Customers must notify the City of any address or phone number changes. Accounts with a balance exceeding \$40.00 after a returned check is added will be disconnected. The past due amount, check fee, and reconnection fee must be paid.

Meter Accessibility

Customers are responsible for ensuring the water meter is accessible at all times. The meter box and surrounding area must be clear of debris and foliage. If the meter is inaccessible, the City will provide a written notice requiring access within five business days. Failure to comply may result in service relocation or discontinuation. If the meter box area is obstructed by debris or foliage, the City will provide a written notice requiring clearance within five business days. Failure to comply may result in the City clearing the area and charging the property owner for the cost. Water meter boxes are City property, and any damage must be repaired by the account holder.

Meter Re-reads and Tests

A meter re-read is a reading outside of the regular schedule. Customers may request a re-read to verify billing accuracy. The City will re-read the meter within 48 business hours. If an error is found, the account will be adjusted. If the reading is accurate, a \$15.00 fee will be assessed. Each account is eligible for one free re-read per year.

Customers may request a meter test to verify accuracy. The City will test the meter within seven business days and charge a \$15.00 fee if the meter is accurate. The fee can be waived once per year. The City will provide a report within 15 days.

Meter Replacement

Customers may request a meter replacement if they are dissatisfied with a re-read or test. All requests must be approved by the Board of Aldermen. Meters are replaced after monthly readings are completed. A \$35.00 replacement fee may apply if usage remains unusual. The Board may issue an adjustment if a new meter corrects the issue.

Frequently asked questions

1. **Billing Cycle:** Your bill covers water usage from the 15th of one month to the 15th of the next month (e.g., the May bill is for usage from March 15th to April 15th). This allows time for meter reading, error checking, and bill preparation.
2. **Bank Draft Timing:** Bank drafts are processed on the 12th of each month. If the 12th falls on a weekend or holiday, the draft will be processed on the next business day.
3. **Bill Due Date and Late Payments:** Bills are due upon receipt. To avoid late charges, pay by the 15th of the month. If the 15th is a weekend or holiday, the deadline extends to the next business day at noon. If you haven't received your bill by the first week of the month, contact us immediately. Disconnections for unpaid bills occur on the 25th of each month. Ensure your contact information is up-to-date to receive notifications.
4. **Moving:** Before moving, visit City Hall to sign an account closure form. This finalizes your account, and any remaining deposit will be refunded to the forwarding address you provide.
5. **High Bill:** Several factors can contribute to a high bill.
 - **Leaks:** Check for leaks in faucets, pipes, toilets, and your water meter. Even small leaks waste significant water over time.
 - **Meter Error:** Request a meter re-read if you suspect an error.
 - **Unpaid Balance:** Check for unpaid balances from previous months or late payment fees.
6. **Payment Options:**
 - **In-Person:** Pay with cash, check, money order, or debit/credit card at City Hall during business hours.
 - **Online:** Pay online at <https://msezpay.com/>.
 - **After Hours:** Use the night deposit box in front of the Leakesville Library.
 - **Mail:** Send payments to 301-A Lafayette Avenue, 39451. Allow sufficient mailing time to meet the 15th deadline.
 - **Bank Draft:** Set up automatic payments from your bank account on the 12th of each month.
7. **Other Questions:**
 - **Call:** (601) 394-2383
 - **Visit:** City Hall, 8 am - 4:30 pm, Monday - Friday (excluding holidays and closures)
 - **Email:** LeakesvilleMS@Gmail.com
 - **Fax:** (601) 394-2414
 - **Note:** Contacting employees through personal social media is prohibited.

Don't Be Fooled: "Flushable" Doesn't Always Mean It Is

Many products are labeled as "flushable" or "disposable," but that doesn't mean they break down like toilet paper. These items can clog pipes, damage pumps, and cause messy sewage backups into homes, businesses, and even the streets. Our sewers are designed to handle specific things, and flushing modern products can lead to serious problems.

What NOT to Flush

- Diapers (cloth, disposable, or "flushable")
- Facial tissues
- Baby wipes, disinfectant wipes, moist wipes, etc.
- Toilet bowl scrub pads
- Swiffer pads
- Napkins (paper or cloth), paper towels
- Dental floss
- Egg shells, nutshells, coffee grounds
- Fats, oils, and greases*
- Food items with seeds and peelings
- Hair
- Sanitary napkins, tampons, condoms, or any non-organic material
- Vitamins, medicines, or other pharmaceuticals
- Washcloths, towels, rags (any cloth item)
- Clothing
- Sheet plastic or any kind of plastic

What SHOULD Be Flushed

- Toilet paper
- Human waste

About Wet Wipes

Even if the package says they're "flushable," wet wipes should be disposed of in the trash. They often don't disintegrate like toilet paper and can cause sewage backups. If you're concerned about odors, consider a lined garbage can with a tight lid, a diaper pail, wrapping wipes in pet waste bags or reused plastic bags, or even installing a bidet.

The Flushability Test

1. Take two bowls of water.
2. Place toilet paper in one bowl and the questionable item in the other.
3. Swish both items in the water.
4. Wait an hour and swish again.

The toilet paper should have broken down significantly, while the other item (like facial tissue, wipes, or napkins) will likely remain intact. If it doesn't disintegrate like toilet paper, it belongs in the trash, not the toilet. Flushing it risks clogging your pipes and causing sewage backups for others.

Grease Goes in the Garbage, Not Down the Drain

Improper disposal of cooking oil and grease is a major cause of sewer blockages. Avoid these items:

- Butter and margarine
- Cooking oil
- Food scraps with grease, butter, or oil

- Lard
- Meat fat, grease, and juices
- Sauces containing grease, butter, or oil
- Shortening

Prevent Clogs at Home:

- Pour cooking oils and grease into a container and throw it in the trash.
- Put meat and greasy food scraps in the garbage, not the disposal.
- Wipe pots and dishes with a used paper towel or napkin to remove grease.
- Clean your garbage disposal with an earth-friendly recipe.
- Remember: grease goes in the garbage, not down the sink.



LEAKESVILLE APPLICATION FOR WATER SERVICE

INSIDE CITY LIMITS:

RESIDENTIAL CUSTOMERS:

WATER	FIRST 0-3,000 GALLONS	\$14.00
	ALL OVER 3,000 GALLONS	\$6.00 PER 1,000 GALLONS
SEWER	A FIXED FEE OF \$15.00 PLUS \$4.50 PER 1,000 GALLONS OF WATER	

COMMERCIAL CUSTOMERS:

WATER	FIRST 3,000 GALLONS	\$15.00
	ALL OVER 3,000 GALLONS	\$6.00 PER 1000 GALLONS
SEWER	A FIXED FEE OF \$18.00 PLUS \$5.00 PER 1000 GALLONS OF WATER	

OUTSIDE CITY LIMITS:

RESIDENTIAL CUSTOMERS

WATER	FIRST 3,000 GALLONS	\$24.00
	ALL OVER 3,000 GALLONS	\$8.00 PER 1,000 GALLONS
SEWER	A FIXED FEE OF \$23.00 PLUS \$6.00 PER 1,000 GALLONS OF WATER	

COMMERCIAL CUSTOMERS:

WATER	FIRST 3,000 GALLONS	\$25.00
	ALL OVER 3,000 GALLONS	\$8.00 PER 1000 GALLONS
SEWER	A FIXED FEE OF \$26.00 PLUS \$6.50 PER 1000 GALLONS OF WATER	

- **WATER SYSTEM SALES**
 - **\$15.00** PER 1,000 GALLONS
- **BULK SEWER DISPOSAL**
 - **\$20.00** PER 1,000 GALLONS

- **GARBAGE RATES:**
 - **\$21.57** PER CAN

- **LATE CHARGES:**
 - **\$10** OR **10%** OF THE BILL.
- **RECONNECTION FEE:**
 - **\$35**
- **AFTER HOURS RECONNECTION FEE:**
 - **\$40** IN ADDITION TO REGULAR FEE
- **BAD CHECK FEE:**
 - **\$40** AND MAY NOT WRITE CHECKS FOR 6 MONTHS

- **NEW ACCOUNT DEPOSIT:**
 - OWNER: **\$100**
 - RENTAL/LEASE: **\$200** (**\$100** DUE ON APPLICATION, 30 DAYS FOR ADDITIONAL **\$100**)