

NAVAJO DAM DOMESTIC WATER CONSUMERS & MSW WORKS COOPERATIVE INC.

SERVICE REQUEST FORM FOR WATER TURN OFF OR TURN ON

Please read the following disclaimer closely.

***** IF YOU ARE A NEW CUSTOMER AND YOU NEED A METER TRANSFER OR A NEW METER. THIS FORM DOES NOT APPLY TO YOU.*****

This form is for the Navajo Dam Domestic Water Consumers and Mutual Sewage Works Cooperative INC. This form must be filled out in its entirety in order for the request to be carried out. You must also fill out this form every time you need your water turned on or turned off. Please allow **AT LEAST 24 hours** before you need your request to be fulfilled.

FEES FOR SERVICE: Please note there is a **fee for service turn on** and a **fee for service turn off.** **(EACH)** This fee will be applied to your monthly bill. **Service turn off fee is \$20.00. The fee to have your water turned on is \$20.00.**

The fees for service turn on/ turn off are clearly stated in our by-laws along with our other fees for various services. These are also listed in our Schedule of Fees , which is given out at the beginning of every year in January. Along with an updated copy of the by-laws. Courtesy of the board of directors. Furthermore, if you are using this form to request your water be turned off. Please note that you **WILL STILL RECIEVE A MONTHLY WATER BILL.** Why? As stated in the by-laws you as a member of the association are paying for the **lease** of the meter which includes 3000 gallons of water for residential use or 5000 gallons for commercial use. Again water **TURN OFF DOES NOT exempt** the member from paying the monthly minimum of \$59.95 per month (residential meter price.)

If you wish to have your water service **DISCONNECTED** : meaning your meter will be turned off and locked out you will pay a disconnect fee of \$25.00 and you will not pay the monthly minimum of \$59.95 (residential price) until which time you request a reconnect. You will then be charged a reconect fee of \$250.00 and your service will be resumed. Then at that time you will once again recieve your monthly water bill.

Lastly, the board of directors wishes everyone to be aware that tampering with the meters (even turning on or turning off your meter) is **illegl** and could result in a fine and or felony charges.

If you have any questions or concerns, or you wish to request any of the forms listed above please do not hesitate to contact the secretary, Madeline Henry via phone or email. **CELL:** (505) 427-7904 or **Email:** dixiegirl302@gmail.com We look forward to speaking with you and assiting you in anyway possible.

Please print, sign and date in the specified sections below.

I/ we _____ have read and understand the terms explained in the disclaimer above. By signing the section below I/we consent to the fees and terms of service set forth by the Navajo Dam Domestic Water Consumers Association.

I/we acknowledge that I understand the fees and procedures stated above.

Owner(s) Signautre(s): _____

Date: (mm/dd/yyyy) _____

See fee pricing above for clarification and definition

1.) I wish to have my water service (please choose one of the following)

disconnected

turned on

turned off

2.)Please print and sign your name clearly below.

I/ we (print) _____ owner(s) of (property address)_____.

Owner(s) signautre: _____

The **date** in which I need my service request carried out is: (mm/dd/yyyy)
