



## PUBLIC NOTICE OF PAST DUE PAYMENT POLICY FOR WATER AND SEWER ACCOUNTS

The Town of Anthony, Texas is committed to having policies in place to encourage timely payments and provide ample opportunity to maintain an account in good standing.

**Due Date** – The due date is printed on each bill and is due on the 16<sup>th</sup> of each month. (If the 16<sup>th</sup> falls on a weekend or Holiday, your bill will be due the next business day.)

**Past Due** - If we do not receive your payment in full in our office by **4:30 PM on the 16<sup>th</sup>**, it is considered late and your account will be assessed a **\$5.00 late fee**.

**Notice of Disconnect**- If we do not receive your payment in full by the end of the business day on the 16<sup>th</sup>, your account will be placed on the disconnect list and you **may** receive a notice at your property. Please keep in mind that it is your responsibility to keep your account in good standing and the absence of a notice does not in any way minimize your responsibility.

**Service Disconnection** - If full payment is not received in our office by the end of the business day at 4:30 PM on the 19<sup>th</sup> of every month (If the 19<sup>th</sup> falls on a weekend or a Holiday, the next business day), your service will be disconnected, and your account will be assessed a **\$25 Disconnect Fee**.

**Service Reconnection** - When service has been disconnected for non-payment, the account must be paid in full before service can be restored.

### EMERGENCY

**After Hours Service Reconnection** - If you need your water reconnected after being disconnected for nonpayment and it is **after 4:00 PM**, you will be assessed an **additional \$25.00 fee**.

If you have any questions regarding these policies, please feel free to call (915) 886-3944

Reviewed and Approved on February 24, 2020 Town Council Meeting



  
Benjamin C. Romero Jr., Mayor