

**WEST MEDINA WATER SUPPLY CORPORATION  
PO BOX365  
D'HANIS TEXAS 78850  
830-363-7616**

**NOTICE TO MEMBERSHIP  
EFFECTIVE MARCH 1, 2022**

In order to offset the cost of administering late payments the Board of Directors has voted to raise the following fees:

PAYMENTS ARE DUE ON THE 1<sup>ST</sup> OF EACH MONTH  
PAYMENTS MUST BE RECEIVED BEFORE CLOSE OF BUSINESS  
ON THE 15<sup>TH</sup> OF EACH MONTH DUE

**Additional Charges:**

Returned Check Charge:	\$30.00	Trip Charge:	\$20.00
Meter Reading Charge:	\$30.00	Late Payment Charge	\$10.00
Lock-Off Charge:	\$20.00	Replace Payment Book	\$ 2.00
Service Reinstatement:	\$20.00	Replace Rate Schedule	\$ .50

**RETURNED CHECK CHARGE:** If your check is returned by the bank, your bill is considered unpaid, and you will be charged a \$30.00 fee.

**METER READING CHARGE:** If your meter reading is not received by the 20<sup>th</sup> of the month, the Corporation will read your meter and assess a \$30.00 charge, with no exceptions.

**LOCK-OFF AND SERVICE REINSTATEMENT CHARGE:** Your meter will be locked if payment is not received by the end of the month and a charge of \$20.00 will be assessed for the locking. An additional \$20.00 charge for reinstatement of service will be assessed for restoring service.

**TRIP CHARGE:** If you pay your water bill at the time an operator comes to lock your meter, he will charge you a \$20.00 trip charge in lieu of the \$20.00 lock-off charge.

**ALL METERS** are read periodically by the corporation; however, if meter readings are consistently wrong, they will be verified, and a \$20.00 charge assessed.

**NON-RESIDENT PROPERTY OWNERS:** Should contact the Manager if special billing arrangements are required.

**RENTERS:** The owner of the membership is responsible for payment for all charges on his meter. He may direct the Corporation, by letter, to bill his renter; however, the ultimate responsibility lies with the owner.

**OFFICE HOURS:** 1<sup>ST</sup> THRU 15<sup>TH</sup>, 7:30 AM-12:00 PM, 16<sup>TH</sup> THRU END OF MONTH, 7:30 AM -9:00 AM Monday-Friday at the WMWSC Office, located 145 CR 526, D'Hanis TX Phone 830-363-7616. After hours ♦emergency calls made to 830-426-3173 or Company Mobile Phone 830-426-1248.