



## Sky Harbour Water Supply Corporation

2803 Galaxy/P.O. Box 2388

Granbury, Texas 76048

Phone# (817)573-1446

Fax# (682) 936-4495

### New Water Service Information

The following items listed is what will be needed to start service. Some of the items are attached.

1. New Customer Information – This is for your information only.
2. Service Agreement – Will need to be filled out and signed.
3. Tariff Request – Will need to be signed.
4. Alert System Form – *Optional*
5. Bank Draft Customer Forms – *Optional*
6. Confidentiality form – *Optional*
7. Copy of Driver's License
8. \$125.00 Membership Fee
9. \$50.00 Reconnect Fee if water is disconnected, \$100 After Hours (5pm-8am)
10. \$2,875.00 New Tap Installation Fee.
11. Copy of Warranty Deed or closing Documents showing that you are the current owner.

Trash service is not included in the water bill. Republic Trash Service gives a great rate to all Sky Harbour Residents. Republic Trash Service Phone# 1-800-644-3961.

Our office hours are Monday - Thursday 9:00 am – 3:00 pm, closed Fridays.

Welcome to Sky Harbour I look forward to meeting you.

Email: [skyhwater@aol.com](mailto:skyhwater@aol.com)

Website: [skyharbourwater.com](http://skyharbourwater.com)



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*Recipient of the Outstanding Public Water Supply Award 2010 from the State of Texas*

### NEW CUSTOMER INFORMATION

#### **ONE TIME FEE**

Membership fee is \$125.00. Make check payable to SHWSC. The membership fee must be paid before service is established. This fee is held in an equity account and is refundable. Your membership fee can be applied to the final balance of your account upon request, with the remainder mailed to you. Please be sure to provide a forwarding address if you move.

Water meters are generally read on the 21<sup>st</sup>-22<sup>nd</sup> of each month. Exceptions are when dates occur on weekends, National Holidays, or during inclement weather conditions.

Water bills are generally mailed by the last day of the month and your water bill should be received by the first week of each month. ***Payments are due upon receipt of the bill.***

Bills are late after the 15<sup>th</sup> of the month and will be assessed a **\$15.00** late fee. Bills that are not paid by the 25<sup>th</sup> of the month will have service discontinued and a **\$50.00** reconnect fee will apply prior to service reactivation.

#### **WATER USAGE RATES**

Service Availability Fee: **\$45.00 (flat rate whether water is used or not.)**

.50 cents per 100 gallons up to 5,000 gallons

.52 cents per 100 gallons from 5,001 gallons to 14,000 gallons

.62 cents per 100 gallons from 14,001 gallons to 20,000 gallons

.90 cents per 100 gallons from 20,001 gallons and over

Sky Harbour Water Supply Corp is a member in good standing with Texas Rural Water Association and the Texas Commission on Environmental Quality. SHWSC meets and exceeds all quality control standards set for safe drinking water. SHWSC has received several awards for excellence in providing clean, safe drinking water, and outstanding customer service.

Email: [skyhwater@aol.com](mailto:skyhwater@aol.com)

Website: [skyharbourwater.com](http://skyharbourwater.com)

SHWSC is governed by a proficient Board of Directors who hold open to the public meetings the **Third Thursday of each month**. SHWSC is a separate entity from the Homeowners Association. The annual Membership Meeting is held the **second Saturday in April**. Proper Written Notice of all Director's Meetings is posted.

**Usage Cost Based on Current Rates**

<b>BASE RATE</b>	<b>RATE per 100 Gallons</b>	<b>BASE COST</b>
\$45.00	Total Usage 1000 Gallons	\$45.00 + Tax
\$45.00 +	Total Usage 1100 Gallons .50 x 100 = \$5.00	\$50.00 + Tax
\$45.00 +	Total Usage 6000 Gallons .52 x 6000 = \$31.20	\$76.20 + Tax
\$45.00 +	Total Usage 20,000 Gallons .62 x 2000 = \$124.00	\$169.00 + Tax
\$45.00 +	Total Usage 30,000 Gallons .62 x 2000 = \$124.00 .90 x 1000 + \$90.00	\$259.00 + Tax

**CORPORATION USE ONLY**

Date Approved: \_\_\_\_\_  
Service Classification: \_\_\_\_\_  
Cost: \_\_\_\_\_  
Work Order Number: \_\_\_\_\_  
Eng. Update: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Service Inspection Date: \_\_\_\_\_

**Sky Harbour Water Supply Corporation**  
**P.O. Box 2388 Granbury, Texas 76048**  
**SERVICE APPLICATION AND AGREEMENT**

**Please Print:**      DATE \_\_\_\_\_

APPLICANT'S NAME \_\_\_\_\_

CO-APPLICANT'S NAME \_\_\_\_\_

CURRENT BILLING ADDRESS: \_\_\_\_\_  
FUTURE BILLING ADDRESS: \_\_\_\_\_

PHONE NUMBER - Home (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_      Work (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

PROOF OF OWNERSHIP PROVIDED BY \_\_\_\_\_

DRIVER'S LICENSE NUMBER OF APPLICANT \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY (Include name of street, lot block and section:  
\_\_\_\_\_  
\_\_\_\_\_

PREVIOUS OWNER'S NAME AND SERVICE ADDRESS  
\_\_\_\_\_  
\_\_\_\_\_

HOUSEHOLD SIZE \_\_\_\_\_ NUMBER IN FAMILY \_\_\_\_\_

SPECIAL SERVICE NEEDS OF APPLICANT \_\_\_\_\_  
\_\_\_\_\_

NOTE: FORM MUST BE COMPLETED BY APPLICANT ONLY.

The following information is requested by the Federal Government in order to monitor compliance with Federal laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname.

- White, Not of Hispanic Origin     Black, Not of Hispanic Origin     American Indian or Alaskan Native     Hispanic     Asian or Pacific Islander     Other (Specify)     Male     Female

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, between

Sky Harbour Water Supply Corporation, a corporation organized under the laws of the State of Texas (hereinafter called the Corporation) and

\_\_\_\_\_ (hereinafter called the Applicant and/ or Member),

The Corporation shall sell and deliver water and/or wastewater service to the Applicant and the Applicant shall purchase, receive, and/or reserve service from the Corporation in accordance with the bylaws and tariff of the Corporation as amended from time to time by the Board of Directors of the Corporation. Upon compliance with said policies, including payment of a Membership Fee, the Applicant qualifies for Membership as a new applicant or continued Membership as a transferee and thereby may hereinafter be called a Member.

The Member shall pay the Corporation for service hereunder as determined by the Corporation's tariff and upon the terms and conditions set forth therein, a copy of which has been provided as an information packet, for which Member acknowledges receipt hereof by execution of this agreement. **A copy of this agreement shall be executed before service may be provided to the Applicant.**

The Board of Directors shall have the authority to discontinue service and cancel the Membership of any Member not complying with any policy or not paying any utility fees or charges as required by the Corporation's published rates, fees, and conditions of service. At any time service is discontinued, terminated or suspended, the Corporation shall not re-establish service unless it has a current, signed copy of this agreement.

If this agreement is completed for the purpose of assigning utility service as a part of a rural domestic water and/or wastewater system loan project contemplated with the Rural Development, an Applicant shall pay an Indication of Interest Fee in lieu of a Membership Fee for the purposes of determining:

- a. The number of taps to be considered in the design and
- b. The number of potential ratepayers considered in determining the financial feasibility of constructing
  - 1) a new water system or
  - 2) expanding the facilities of an existing water system.

The Applicant hereby agrees to obtain, utilize, and/or reserve service as soon as it is available. Applicant, upon qualification for service under the terms of the Corporation's policies, shall further qualify as a Member and the Indication of Interest Fee shall then be converted by the Corporation to a Membership Fee. Applicant further agrees to pay, upon becoming a Member, the monthly charges for such service as prescribed in the Corporation's tariff. Any breach of this agreement shall give cause for the Corporation to liquidate, as damages, the fees previously paid as an indication of interest. In addition to any Indication of Interest Fees forfeited, the Corporation may assess a lump sum of \$300.00 as liquidated damages to defray any losses incurred by the Corporation. If delivery of service to said location is deemed infeasible by the Corporation as a part of this project, the Applicant shall be denied Membership in the Corporation and the Indication of Interest Fee, less expenses, shall be refunded. The Applicant may re-apply for service at a later date under the terms and conditions of the Corporation's policies. For the purposes of this agreement, an Indication of Interest Fee shall be of an amount equal to the Corporation's Membership Fees.

All water shall be metered by meters to be furnished and installed by the Corporation. The meter and/or wastewater connection is for the sole use of the Member or customer and is to provide service to only one (1) dwelling or one (1) business. Extension of pipe(s) to transfer utility service from one property to another, to share, resell, or submeter water to any other persons, dwellings, businesses, or property, etc., is prohibited.

The Corporation shall have the right to locate a water service meter and the pipe necessary to connect the meter on the Member's property at a point to be chosen by the Corporation, and shall have access to its property and equipment located upon Member's premises at all reasonable and necessary times for any purpose connected with or in the furtherance of its business operations, and upon discontinuance of service the Corporation shall have the right to remove any of its equipment from the Member's property. The Member shall install, at their own expense, any necessary service lines from the Corporation's facilities and equipment to the point of use, including any customer service isolation valves, backflow prevention devices, clean-outs, and other equipment as may be specified by the Corporation. The Corporation shall also have access to the Member's property for the purpose of inspecting for possible cross-connections, potential contamination hazards, illegal lead materials, and any other violations or possible violations of state and federal statutes and regulations relating to the federal Safe Drinking Water Act or Chapter 341 of the Texas Health & Safety Code or and the corporation's tariff and service policies.

The Corporation is responsible for protecting the drinking water supply from contamination or pollution which could result from improper practices. This service agreement serves as notice to each customer of the restrictions which are in place to provide this protection. The Corporation shall enforce these restrictions to ensure the public health and welfare. The following undesirable practices are prohibited by state regulations:

- a. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an airgap or an appropriate backflow prevention assembly in accordance with state regulations.
- b. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the proper installation of an airgap or a reduced pressure-zone backflow prevention assembly and a service agreement must exist for annual inspection and testing by a certified backflow prevention device tester.

- c. No connection which allows condensing, cooling, or industrial process water to be returned to the public drinking water supply is permitted.
- d. No pipe or pipe fitting which contains more than 8.0 % lead may be used for the installation or repair of plumbing on or after July 1, 1988, at any connection which provides water for human consumption.
- e. No solder or flux which contains more than 0.2 % lead may be used for the installation or repair plumbing on or after July 1, 1988, at any connection which provides water for human consumption.

The Corporation shall maintain a copy of this agreement as long as the Member and/or premises is connected to the public water system. The Member shall allow their property to be inspected for possible cross-connections, potential contamination hazards, and illegal lead materials. These inspections shall be conducted by the Corporation or its designated agent prior to initiating service and periodically thereafter. The inspections shall be conducted during the Corporation's normal business hours.

The Corporation shall notify the Member in writing of any cross-connections or other undesirable practices which have been identified during the initial or subsequent inspection. The Member shall immediately correct any undesirable practice on their premises. The Member shall, at their expense, properly install, test, and maintain any backflow prevention device required by the Corporation. Copies of all testing and maintenance records shall be provided to the Corporation as required. Failure to comply with the terms of this service agreement shall cause the Corporation to terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Member.

In the event the total water supply is insufficient to meet all of the Members, or in the event there is a shortage of water, the Corporation may initiate the Emergency Rationing Program as specified in the Corporation's Tariff. By execution of this agreement, the Applicant hereby shall comply with the terms of said program.

By execution hereof, the Applicant shall hold the Corporation harmless from any and all claims for damages caused by service interruptions due to waterline breaks by utility or like contractors, tampering by other Member/users of the Corporation, normal failures of the system, or other events beyond the Corporation's control.

The Applicant shall grant to the Corporation permanent recorded easement(s) dedicated to the Corporation for the purpose of providing reasonable rights of access and use to allow the Corporation to construct, maintain, replace, upgrade, parallel, inspect, test and operate any facilities necessary to serve that Applicant as well as the Corporation's purposes in providing system wide service for existing or future members.

By execution hereof, the Applicant shall guarantee payment of all other rates, fees, and charges due on any account for which said Applicant owns a Membership. Said guarantee shall pledge any and all Membership Fees against any balance due the Corporation. Liquidation of said Membership Fees shall give rise to discontinuance of service under the terms and conditions of the Corporation's tariff.

By execution hereof, the Applicant agrees that non-compliance with the terms of this agreement by said Applicant shall constitute denial or discontinuance of service until such time as the violation is corrected to the satisfaction of the Corporation.

Any misrepresentation of the facts by the Applicant on any of the four pages of this agreement shall result in discontinuance of service pursuant to the terms and conditions of the Corporation's tariff.

\_\_\_\_\_  
Witnesses

\_\_\_\_\_  
Applicant Member

\_\_\_\_\_  
Approved and Accepted

\_\_\_\_\_  
Date Approved

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Granbury, Texas 76048

Phone# (817)573-1446

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[www.skyharbourwater.com](http://www.skyharbourwater.com)

Sky Harbour Water Supply Corporation is governed by Texas Commission on Environmental Quality (TCEQ).

Sky Harbour Water Supply Corporation Tariff and By-Laws are always available to Members in the office. Member may request copies of these documents, by requesting them in writing at \$.15 per page. Members may access the Tariff and By-Laws on the above listed website as well, available for download.

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Account Number

Email Address \_\_\_\_\_

\_\_\_\_\_  
Date



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### **CUSTOMER REQUEST THAT PERSONAL INFORMATION CONTAINED IN UTILITY RECORDS NOT BE RELEASED TO UNAUTHORIZED PERSONS**

Chapter 182, Subchapter B of the Texas Utilities Code allows water utilities to give their customers the option of making the customer's address, telephone number, account records, and social security number confidential. A customer also may make confidential information relating to the volume or units of utility usage or the amounts billed to or collected from the individual for utility usage, unless the primary source of water for the utility is a sole-source designated aquifer.

#### **WE MUST STILL PROVIDE THIS INFORMATION UNDER LAW TO CERTAIN PERSONS.**

We must still provide this information to (1) an official or employee of the state or a political subdivision of the state, or the federal government acting in an official capacity; (2) an employee of a utility acting in connection with the employee's duties; (3) a consumer reporting agency; (4) a contractor or subcontractor approved by and providing services to the utility or to the state, a political subdivision of the state, the federal government, or an agency of the state or federal government; (5) a person for whom the customer has contractually waived confidentiality for personal information; or (6) another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation.

#### ***HOW CAN YOU REQUEST YOUR PERSONAL INFORMATION NOT BE RELEASED EXCEPT FOR THE PROVISIONS LISTED ABOVE?***

Simply complete the attached form and return it back to our office:

SHWSC

PO Box 2388

Granbury, TX 76048

## SKY HARBOUR WATER SUPPLY

**I want to make my personal information, including my address, telephone number, usage and billing records, and social security number confidential.**

\_\_\_\_\_  
*Name of Account Holder*

\_\_\_\_\_  
*Account Number*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Area Code/Telephone Number*

\_\_\_\_\_  
*City, State, Zip Code*

\_\_\_\_\_  
*Signature*

If you would like to be able to receive information over the phone on your account, we suggest a PIN# be furnished. This will be important for example if you lose your bill and need to know how much it is the office will no be able to give the amount to you with out a PIN#. You choose the PIN# and it will be placed on your account so you can call and receive the information.

  
\_\_\_\_\_  
PIN#



## **BANK DRAFT PROGRAM**

**Sky Harbour Water Supply Corp has an Automatic Bank Draft Program to draft your monthly account billing directly from customer bank account.**

**It can take up to 30 days to set up an account for ACH Debits; therefore you may need to send in a payment for the first month. You will still receive a monthly billing statement every month. Your bill will say "Drafted Do Not Pay" once the ACH debit is set up. All drafts are processed on the 15<sup>th</sup> of each month. The agreement will remain in effect until SHWSC terminates it or receives written notification of its Termination from the account holder and has sufficient time to act on it.**

**Please see the attached form for enrolling in this program.**

**If you have any questions please feel free to contact the office at 817-573-1446.**



## DEBIT AUTHORIZATION

I (we) hereby authorize *Sky Harbour Water Supply Corp.*, herein called COMPANY, to initiate credit entries for \_\_\_\_\_ to my (our) account indicated below and the financial institution named below, hereinafter called FINANCIAL INSTITUTION, to credit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provision of U.S. law.

\_\_\_\_\_  
(Financial Institution Name)

\_\_\_\_\_  
(Branch)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City/State)

\_\_\_\_\_  
(Zip)

\_\_\_\_\_  
(Routing Number)

\_\_\_\_\_  
(Account Number)

Type of Acct: \_\_\_ Checking \_\_\_ Savings

This authority is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination and manner as to afford COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

\_\_\_\_\_  
(Print Individual Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Water Bill Acct Number)

\_\_\_\_\_  
(Date)

### PLEASE ATTACH COPY OF VOIDED CHECK TO THIS FORM!

All written credit authorizations must provide that the Receiver may revoke the authorization only by notifying the Originator in the manner specified in the authorization.

Single entry reversals do not require authorization by the Receiver. Therefore, previously recommended language regarding the initiation of possible debit entries is no longer stated in the authorization.

The underlined language in the authorization above represents the disclosure requirement associated with the clarification of OFAC economic sanction policies upon ACH Network Participants.