

CITY OF NEWARK WATER DEPARTMENT
34 S. 5th Street
Newark, Ohio 43055
740-670-7940

Department Mailing Address
P.O.Box 4100
Newark, Ohio 43058-4100

FINAL NOTICE BEFORE TERMINATION

Account No.: _____ Date: _____

Service Address: _____

Customer Name: _____

Customer Address: _____

Scheduled Date for Termination: _____

Water service to the service address will be terminated on the date listed above. The reason for termination is:

_____ Water charges in the amount of \$_____ are now past due.

_____ Request of customer for Voluntary Termination of Service.

_____ The City has discovered evidence of meter tampering, theft of services, or fraud.

_____ Failure to install remote reading meter(s) and register(s) or to have installed meter inspected.

_____ Failure of the customer or consumer to permit the City access to the meter(s).

_____ Breach of a tap-in agreement for users outside the City.

_____ Violation of the City Plumbing Code and the Water Division Regulations.

_____ Abandonment of the premises.

_____ The premises have been condemned and found to be unfit for human habitation and are vacant.

_____ Other: _____

After the water service termination date, a service fee must be paid. If water is incorrectly terminated, the service will be restored upon demand without charge.

You may avoid termination by taking one or more of the following actions prior to the scheduled termination date:

- (1) If you personally owe water service charges, which are past due, you should pay the bill in full.
- (2) If you dispute the reason for the proposed termination, in whole or part, you may request a hearing to contest termination. If a hearing is requested before the scheduled date for termination, termination will not take place until the hearing process is complete. If you request a hearing, you have the right to examine Water Department records concerning this service address; to bring a representative to help you at the hearing; and to bring witnesses to testify on your behalf. If you would like to request a hearing, call the Water Office and request a hearing or please return the bottom portion of this letter to the Water Department.
- (3) OR, if you are a residential user of water service at the address to be terminated, and if the customer responsible for paying the water bill does not live at your address, you may avoid termination by paying only the current month's water bill, and agreeing to contract for your own water usage in the future.

If you wish to avoid termination, or to request a hearing, or wish a more complete explanation of your hearing rights or your rights to assume responsibility for future water charges, you should immediately contact the Water Office at the address and telephone number listed in this letter between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. You may request a hearing orally or in writing.

FINAL NOTICE: IF YOU HAVE ANY QUESTIONS OR DISPUTES ABOUT THIS BILL, CALL THE OFFICE OF THE WATER DEPARTMENT AT (740) 670-7940.

I hereby request a hearing to contest the termination of my water service.

Signature

Date: _____

Print Name

Mail this form to:

Address

City of Newark Water Department
34 S. 5th Street
Newark, Ohio 43055

Telephone Number