

## HOW DO I READ MY WATER BILL?

Some of our newer customers have asked how to read their bill. Here is an overview.

If you have more questions, please call 503-368-5343.

Mail this side of card back with payment.

CITY OF MANZANITA P.O. BOX 129 MANZANITA, OREGON 97130-0129 (503) 368-5343						CITY OF MANZANITA P.O. BOX 129 MANZANITA, OREGON 97130-0129 (503) 368-5343																											
TYPE OF SERVICE	METER READING		USED	CHARGES		<p>Late fee added if payment is not received by this date.</p> <p>Your account number</p> <table border="1"> <tr> <td colspan="2">CUSTOMER</td> <td colspan="2">PAY GROSS AMOUNT AFTER THIS DATE</td> </tr> <tr> <td>ROUTE</td> <td>ACCOUNT</td> <td colspan="2"></td> </tr> <tr> <td colspan="2"></td> <td colspan="2">GROSS AMOUNT TO BE PAID</td> </tr> <tr> <td colspan="2"></td> <td colspan="2">NET AMOUNT TO BE PAID</td> </tr> <tr> <td colspan="4" style="text-align: center;"><b>MAIL THIS STUB WITH YOUR PAYMENT</b></td> <td colspan="2"></td> </tr> </table>						CUSTOMER		PAY GROSS AMOUNT AFTER THIS DATE		ROUTE	ACCOUNT					GROSS AMOUNT TO BE PAID				NET AMOUNT TO BE PAID		<b>MAIL THIS STUB WITH YOUR PAYMENT</b>					
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<b>MAIL THIS STUB WITH YOUR PAYMENT</b>																																	
	PRESENT	PREVIOUS																															
			Gallons used since last reading	Minimum charge for 0 - 18,000 gallons																													
				Date bill printed																													
Date meter read			Service Address																														
00001 Manzanita Lane																																	
METER READ		CLASS	TOTAL DUE UPON RECEIPT	LATE CHARGE AFTER DUE DATE	PAST DUE	AMOUNT																											
MONTH	DAY																																
Service is for Apr, May, Jun							Original amount billed																										
							Amount owed after due date (Original bill + late fee)																										
							6/28/2009																										
							Date meter read																										
							Billing Quarter																										

### Manzanita Ordinances

#### Section 6. Payment of Bills

- a. The customer shall be responsible for the payment of all charges prescribed in this Ordinance. (Section 6 (a) amended by Ordinance 91-5, passed June 19, 1991.)
- b. Meters will be read at the time service is first established and at periodical intervals approximately 90 days apart.
- c. Water service shall be billed on a quarterly basis and payment shall be made within the first fifteen (15) days of the period following the last month for which charges are made. Water bills shall be considered delinquent after the 15th day of the period following the last month for which charges are made. A delinquent fee shall be charged to such accounts.