



WASTEWATER NEW SERVICE APPLICATION

"I hereby apply to the James Island Public Service District for sewer service in accordance with all ordinances, regulations and rate schedules now or hereafter in effect. I agree to be individually liable for all charges accruing for this service without notice or demand. I hereby waive any claim against the JIPSD arising out of interruption of service for any reason, with or without notice."

(SIGNATURE) (DATE) (DATE SERVICE IS TO BEGIN)

CUSTOMER INFORMATION

SERVICE ADDRESS _____ GRINDER PUMP ACCT Y / N

APPLICANT NAME _____ SSN _____

2nd APPLICANT NAME _____ SSN _____

DRIVER'S LICENSE # _____ STATE _____

BILLING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE # (Home) _____ (Cell) _____

E-MAIL ADDRESS: _____

****REQUIRED: ATTACH A COPY OF YOUR PHOTO ID****
A NEW ACCOUNT FEE AND DEPOSIT IS REQUIRED

TRANSFER from existing account # _____ Balance: _____

I RENT this property from (Lease agreement required to transfer accounts with a balance)

PROPERTY OWNER / LANDLORD INFORMATION

PROPERTY OWNER _____ PHONE _____

OWNER ADDRESS _____ CITY _____ STATE _____ ZIP _____

I PURCHASED this property

OFFICE USE ONLY

_____ Copy of Social Security Card and Driver's License Received

_____ Copy of Identity Verification Form Received (in lieu of Social Security Card)

_____ Copy of Lease or Settlement Statement Received

_____ Deposit Received: Cash _____ Check # _____ Credit Card _____

CWS FINAL BILLING DATE: _____ FINAL CONSUMPTION _____

ENTERED BY: _____ DATE: _____

ADDITIONAL COMMENTS

Empty box for additional comments.



STATE OF SOUTH CAROLINA)
)
JAMES ISLAND PUBLIC SERVICE DISTRICT)

WASTEWATER SERVICE AGREEMENT

THIS AGREEMENT made this _____ day of _____ 20_____, between
_____ as property owner / developer / tenant of certain real property within
the **JAMES ISLAND PUBLIC SERVICE DISTRICT**, designated as:

SERVICE ADDRESS TMS NUMBER

And the James Island Public Service District, designated operator of the Public Sewer System serving the above referenced property:

FOR and in consideration of the collection and treatment of Wastewater generated at the property, the undersigned hereby agrees:

1. To submit the Wastewater New Service Application, including a copy of the applicant's state issued ID / Driver's License, a copy of the applicant's lease or settlement statement, the applicant's social security number / business' tax ID number or Identity Verification Form, the Wastewater Service Agreement and the Wastewater Payment Policy.
2. To pay a new account fee and a security deposit at the time of application. Security deposits may be refunded pending account status when terminating service with the JIPSD.
3. The JIPSD will provide a monthly statement outlining the costs incurred, which will be due and payable in its entirety by the due date printed on the statement. The customer agrees and understands that the JIPSD has the right to collect any sum due and owed by the customer. The collections processes may include the following: South Carolina Setoff Debt Collection, Small Claims Court, the Court of Common Pleas, collections agencies, reporting to the credit bureaus and placement of liens on the properties with outstanding balances. The customer agrees to pay all fees and costs incurred through these processes.
4. The customer will comply with all fees, rate schedules, rules, regulations and ordinances of the JIPSD in connection with this service.
5. JIPSD associates, bearing credentials and identification, shall be permitted to enter private property through which the JIPSD holds a valid sewer easement for the purposes of, but not limited to inspection, observation, measurements, sampling, repair, and maintenance of any portion of the sewage works lying within its easement. In the event of an emergency and the property owner is not present JIPSD personnel may enter the property to take action on the emergency. Once the emergency is resolved, the supervisor will provide the resident with a follow-up notification.

6. The JIPSD reserves the right, at any time, without notice to interrupt service for maintenance, repairs or extensions without liability to the customer for damages resulting therefrom.
7. That the applicant is not now in default to the JIPSD for service rendered at any other premises. Service will be established upon completion of the Wastewater New Service Application and payment of delinquent fees from prior service locations if any are owed to the JIPSD.
8. That this Wastewater Service Agreement and Wastewater New Service Application becomes a binding contract upon both the applicant and the JIPSD when signed. It is agreed that upon failure to pay for wastewater services as herein provided the JIPSD is authorized to terminate the wastewater service and collect any debt owed.
9. Any legal disputes that must be decided in the court of law will proceed within the jurisdiction of Charleston County, South Carolina.
10. Please reference the Wastewater Collection System Use and Rate Ordinance No. 2021-02 for the current rates, schedule of fees and other detailed information.

IN ACKNOWLEDGEMENT, the undersigned have executed the foregoing Agreement on

_____, 20_____.

 APPLICANT NAME

 SERVICE START DATE

 APPLICANT SIGNATURE

 DATE

 JIPSD SIGNATURE

 DATE



Wastewater Payment Policy

The purpose of this policy is to establish the payment policies, late fees, non-payment fees and disconnection / reconnection practices to be utilized by the James Island Public Service District (JIPSD).

Payment of Wastewater Charges

1. The JIPSD bills for wastewater usage based on consumption reads received from Charleston Water System on a monthly basis at the rates established in the Wastewater Collection System Use and Rate Ordinance that is approved by the JIPSD Commission.
2. A wastewater bill consists of two components; a) the base rate is determined by the water meter size and b) the volumetric charge is determined based on water consumption / gallons used. If a customer does not have a water meter, service charges are based on a uniform flat rate.
3. Wastewater accounts can be established for rental properties in either the tenant's name or the property owner's name. This is determined by the lease agreement. Verification of the lease agreement will be required at the time of application. If the account is established in the tenant's name, the tenant will be required to pay a new account fee and a security deposit. The tenant is responsible for all charges until the account is closed and the final bill has been paid. It is the responsibility of the tenant to notify the JIPSD if the tenant is vacating the property. If the service is changed to the property owner's name, there will be a transfer fee assessed to the account.
4. Wastewater bills are mailed via United States Postal Service bulk mailing on or before the 10th of each month. The JIPSD is not responsible for late or non-delivery of wastewater bills by the post office. If a customer has not received their bill by the 15th of each month, it is their responsibility to contact the JIPSD for the balance due on their account. Failure to receive a bill in the mail does not excuse timely payment nor does it entitle the customer to a billing adjustment or the consequences of nonpayment. To ensure timely bill payment customers may elect to view their bills online at any time during the month at JIPSD website, www.jipsd.org. JIPSD's online portal offers several options for customers to view bills and make payments.
5. Due dates for non-delinquent accounts will be due the last JIPSD working day of the month as the date will be indicated on the bill. The last JIPSD working day of each month will never be a Friday, Saturday, Sunday, or holiday. JIPSD's workdays are Monday through Thursday 8:00am – 5:00pm. These hours may be modified with little or no notice in the event of emergencies or public health concerns.
6. Due dates for delinquent accounts will be due on or around the 15th of the month as the date will be indicated on the bill. All past charges, current charges, and fees incurred will be due.
7. All returned payments are subject to insufficient funds fees in accordance with the Wastewater Collection System Use and Rate Ordinance. After two payment returns on an account, the JIPSD reserves the right to require guaranteed funds as a form of payment on time for 12 consecutive months.
8. If payment is not received by 5:00 pm on the due date for non-delinquent bills, a late fee will be applied the next day. If payment is not received on the due date of the delinquent bills, a non-payment fee will be applied the next day and the account will be sent to the Wastewater Department for disconnection. No

additional notice will be given prior to disconnection. A reconnection fee as established in the District's Wastewater Collection System Use and Rate Ordinance will be paid at the time of reconnection. In order for services to be restored, the account must be brought current. This includes current and past due balances, any fees incurred, as well as the reconnection fee.

9. The JIPSD will provide a monthly statement outlining the costs incurred, which will be due and payable in its entirety by the due date printed on the statement. The customer agrees and understands that the JIPSD has the right to collect any sum due and owed by the customer. The collections processes may include the following: South Carolina Setoff Debt Collection, Small Claims Court, the Court of Common Pleas, collections agencies, reporting to the credit bureaus and placement of liens on the properties with outstanding balances. The customer agrees to pay all fees and costs incurred through these processes.
10. Wastewater reconnections will take place from 3:00 pm – 5:30 pm Monday – Thursday. If a payment following disconnection is received after 3:00 pm, services will not be reconnected until the next business day. If the property is to be reconnected immediately, an after-hours fee will be assessed to the account balance. The JIPSD assumes no responsibility for any impact on the property that may occur as a result of the wastewater service being disconnected.
11. Payments may be made at the drop box located in front of our office at 1739 Signal Point Road. Payments placed in the drop box must be made by check or money order only; the JIPSD cannot be held responsible for any cash payments left in the drop box. Payments are picked up daily with the last pick up at 5:00 pm. The drop box should not be used if a payment is due immediately or the account is pending disconnection. Payments made after 5:00 pm will be credited the next business day. Lobby hours of operation are Monday – Thursday, 8:00 am to 5:00 pm. These hours may be modified with little or no notice in the event of emergencies or public health concerns.
12. Payments can also be made through accessing JIPSD's on-line payment portal at www.jipsd.org or calling the JIPSD automated payment system at 855-731-9910.
13. To report a sewer emergency after hours, contact the JIPSD 24/7 answering service at 843-795-2345.
14. Please reference the Wastewater Collection System Use and Rate Ordinance No. 2021-02 for the current rates, schedule of fees and other detailed information.

The undersigned has received a copy of the JIPSD Wastewater Payment Policy and Fee Schedule and acknowledges both documents.

Applicant Signature

Date

JIPSD Signature

Date