

**ROCKINGHAM COUNTY
DEPARTMENT OF PUBLIC WORKS
20 East Gay Street
Harrisonburg, Virginia 22802
(540) 574-3517 Fax: (540) 564-3048
www.rockinghamcountyva.gov**

Date _____

**WATER AND SEWER
APPLICATION FOR SERVICE**

I (we) _____ hereby make application for water _____ and/or _____ sewer service to the premises located at _____ zip code _____ Subdivision _____.

Please make service effective (date) _____. I am (we are) the owner _____, or tenant _____. If tenant, the owner is _____ and has indicated approval of the County's provision of service. I (we) understand that connections made are to be in conformance with existing policies and ordinances of Rockingham County and agree to pay for service(s) at the rates and fees established by and as may be revised by the Rockingham County Board of Supervisors. I (we) further understand that service(s) may be discontinued in the event bills are not paid when due.

_____ Telephone _____ Telephone

_____ **I am a LandLord/Owner**
_____ **I have a credit application on file** DL # or Social Security Number _____

Signature of Applicant or Agent

Applicant Mailing address:
(if different from service):

Email _____

Deposits are returned after 12 consecutive months of payments received on time, no interest charges

(For Office Use)

WATER Service Area _____

SEWER Service Area _____

OWNER Deposit \$ 50 Water
 \$ 50 Sewer
 \$ 100 Both

RENTER Deposit \$ 75 Water
 \$ 75 Sewer
 \$ 150 Both

Date of Service _____

Old CID # _____ / _____

Meter Number _____ **Read** _____

Cash _____ **Check #** _____ **Receipt #** _____

City Acct # _____

Good credit @ Previous Acct # _____

Book # _____ **Page #** _____

Account # _____

Customer # _____

Received by _____

Customer Information

Rockingham County **Water / Sewer Cut-Off Policy**

All accounts with a balance forward are subject to cut-off.

Cut-offs are performed around the 15th of the month starting promptly at 6:30 a.m. If your **Past Due** amount is not paid in full by 4:00 p.m. the day before cut-offs your account is in the cut-off status. Electronic payments made through the County website may take 48 hours to be processed. (Electronic payments made through your bank may take up to 10 days to process. In this instance, accounts will still be placed in the cut-off status due to the 10 day processing period.)

If your account is in the cut-off status, you are required to pay the **Full Amount Due** at the Treasurer's Office to include a \$25 service fee.

At the Treasurer's Office, credit/debit cards are accepted for payment for a fee of 2.85% or minimum of \$1.50. Electronic payments can be made on-line at Rockinghamcountyva.gov for a 2.85% with a minimum fee being \$1.50. E-check payments can be made for a \$1.50 fee. If an electronic payment is made after an account is placed in the cut-off status, you still owe the \$25 service fee payable in the Treasurer's Office.

*****PAYMENTS ARE ONLY ACCEPTED ON THE WEBSITE OR IN THE
TREASURER'S OFFICE*****

No payments can be made over the phone with credit/debit cards.

Please take paid receipt to Public Works' Office for verification of payment for service to be restored. The service will be restored before the end of the current business day.

Harrisonburg/Rockingham Emergency Communication Center Cell Phone and Email Registration

Large water outages and other notices from Public Works are sent through a reverse 911 call. If you do not have a land line, you can register your cell phone and/or email address with HRECC @ hrecc.org. Choose Emergency Alert drop down, alert registration and then click "sign up here". This takes you to the self registration portal.