

## SEWER RENTAL TERMS ACKNOWLEDGMENT

On this \_\_\_\_\_ day of \_\_\_\_\_, the undersigned resident of the City of Menlo (hereinafter "Customer") and Titleholder/Landowner (if other than resident Customer) and the City of Menlo (hereinafter "City") through its designee, hereby Acknowledge and Agree to the following Sewer Rental Terms:

1. This Acknowledgement is made in regarding to property locally known as \_\_\_\_\_  
\_\_\_\_\_.
2. The Customer shall pay a one-time deposit of \$250.00, per residential address, to the City for sewer service.
3. The Customer shall pay each bill for sewer service in a timely manner. A fee may be assessed by the City for late payment or the City may apply all or part of the deposit toward any unpaid, past due balance.
4. The City will charge a sewer service charge of \$25.00 per 3,000 gallons for the first 3,000 gallons of water consumed and \$.15 per 100 gallons for the next 100 gallons or lesser amount of water consumed.
5. The City will charge a minimum sewer service charge of \$25.00 per month, which is necessary to cover operating and maintenance expenses.
6. Customers relocating within the City of Menlo will be required to pay all sewer rental accounts in full at the previous address before sewer rental service will be provided at the Customer's new address.
7. Pursuant to City Ordinance, Customers and titleholders/landowners will be held jointly and severally liable for all sewer service charges to the premises.
8. Sewer service charges remaining unpaid and past due shall constitute a lien on the premises and will be certified to the County treasurer as assessments to be collected in the same manner as property taxes.
9. A titleholder/landowner requesting Notice of past due and delinquent sewer service charges for rental or other properties for which the titleholder/landowner is not the "Customer" shall provide the City with written request of the same; the

City is not obligated to provide titleholders/landowners with notice of unpaid Customer balances without said Written Request.

10. Sewer Rental Deposits, minus any amount paid toward past due rent and/or late fees, shall be returned to the Customer upon notice of vacation of the residence/property or after one year of account in good standing.

**ACKNOWLEDGED AND AGREED TO BY:**

\_\_\_\_\_  
Customer

\_\_\_\_\_  
Titleholder/Landowner

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Phone number

**TITLEHOLDER/LANDOWNER REQUEST FOR NOTICE  
OF SEWER RENTAL STATUS NOTIFICATION**

I, \_\_\_\_\_, as titleholder/landowner of real property locally known as \_\_\_\_\_, do hereby request the City to provide me notice of all delinquent sewer rental payments for the above property. Notices should be mailed to me at the following address: \_\_\_\_\_

\_\_\_\_\_ .

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Signature