

**CITY OF NORA SPRINGS**  
**ABSENTEE RESIDENTS/SNOWBIRDS UTILITY BILLING APPLICATION**

**Absentee Residents/Snowbird Utility Billing Policy**

**Purpose**

The purpose of this policy is to establish, maintain and enhance a working relationship with the residents of our community while they are gone during an extended period of time.

**Goal**

To provide services to their property and yet giving a break with the utility billing during their absence.

**Minimum Disruption**

The property owner will be gone the minimum of three (3) months.

**Charges during Absence**

We will not shut off at the curb, but we must be notified before they depart for the winter and they must notify us within 48 hours of their return. The City will not bill sewer charges, garbage and landfill fees. Failure to do so, they will continue to be billed as usual and they will not have this option the next season. We will no make partial month adjustments Example: Leaving the 10<sup>th</sup> of the month, they will be charged for the full month and the same will be true upon their return (unless it is within the last 5 days of the month).

All parties will be charged the base water fee, plus sales tax. The City is still providing fire coverage for the property.

**Effective**

Effective date is July 1, 2012.

CUSTOMER NAME \_\_\_\_\_

SERVICE ADDRESS \_\_\_\_\_

UTILITY ACCOUNT # \_\_\_\_\_

CONTACT NUMBER(S) \_\_\_\_\_

DATE OF DEPARTURE \_\_\_\_\_

DATE OF RETURN \_\_\_\_\_

I HAVE READ THE ABSENTEE RESIDENTS/SNOWBIRD UTILITY BILLING POLICY. I UNDERSTAND THAT THE WATER SERVICE **WILL NOT** BE SHUT OFF AT THE CURB. THE CHARGES FOR REGULAR SEWER, GARBAGE, AND LANDFILL SERVICES WILL NOT BE CHARGED TO THE ACCOUNT, **BUT THE WATER BASE FEE OF \$15.55, THE SEWER DEBT FEE, AND THE STORMWATER UTILITY FEE, PLUS TAX WILL BE CHARGED DURING THE MONTHLY BILLING PERIODS.**

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

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*Office use only*

Received by \_\_\_\_\_ Date Received \_\_\_\_\_