106 North Jennings Street

Saluda, South Carolina 29138

Telephone: 864 445 9572

SEWER SERVICE REQUEST

**PRIMARY CONSUMER IS:**

***CHECK ONE ONLY***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **White** | **Black or African American** | **American Indian or Alaskan Native** | **Native Hawaiian or Pacific Islander** | **Hispanic or Latino** | **Asian** |
|  |  |  |  |  |  |

**PRIMARY USE IS:**

***CHECK ONE ONLY***

|  |  |  |  |
| --- | --- | --- | --- |
| ***Residential*** | ***Commercial*** | ***Agricultural*** | ***Industrial*** |
|  |  |  |  |

### 

#### IS THIS A RENTAL PROPERTY? Yes No

#### 

IF SO ARE YOU THE OWNER OR RENTEE? (CIRCLE ONE)

# NAME

MAILING ADDRESS

### CITY STATE ZIP CODE

HOME PHONE WORK PHONE

SOCIAL SECURITY NUMBER

DRIVERS LICENSE NUMBER STATE

EMAIL ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

911 SERVICE ADDRESS

LOCATION OF PROPERTY

SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IF A PLAT OF THE PROPERTY IS UNAVAILABLE, PLEASE SKETCH IN A MAP OF PROPERTY LOCATION USING ROAD NAMES OR NUMBERS. YOU MAY ALSO USE LANDMARKS SUCH AS CHURCH’S, BUSINESS’S ETC.

***This institution is an equal opportunity provider and employer.***

STATE OF SOUTH CAROLINA )

) RESIDENTIAL/COMMERCIAL

COUNTY OF SALUDA ) SEWER CONTRACT AGREEMENT

THIS AGREEMENT is entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_, by and between the Saluda County Water & Sewer Authority (hereinafter referred to as the “Authority”), and the Owner of the parcel of land identified by Tax Map Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, South Carolina (hereinafter referred to as the “Owner”).

(Street Address) (City)

**RECITAL**

WHEREAS, the Authority owns and operates a sewer transportation system in a portion of Saluda County; and

WHEREAS, due to the unique design of the sewer system, i.e., the effluent from solids interceptor tanks is collected and pumped through small diameter force mains which are not sized to transport solids to the treatment facility, special conditions must be met by the Owner prior to being permitted to connect to the Authority’s sewer system; and

WHEREAS, the Owner wishes to convey to the Authority an easement which will provide the Authority the right of ingress and egress across the Owner’s property for the purpose of inspecting the sewer components owned by the Owner as well as providing operation and maintenance services to the Owner’s sewer components should the Owner fail to do so as provided for herein.

NOW THEREFORE, for and in consideration of the mutual convents contained herein, the parties agree as follows:

**ARTICLE I:**

The Authority Shall:

1. Have no property rights or interests in the on-site sewer components on the Owner’s property.
2. Provide transportation and treatment of the wastewater originating from the residence/business located on the subject property, in an average daily amount not to exceed 400 gallons-per-day (gpd).;
3. Upon installation by the Owner of the necessary sewer components required by the Authority/DHEC regulations, the Authority will inspect the Owner’s pump station and on-site service lines for conformance with the Authority/DHEC standards and specifications.
4. All Costs associated with operation and maintenance of the Owner’s sewer components shall be the responsibility of the Owner, including power costs, pump system repairs, on-site service line repairs, solids interceptor tank maintenance as prescribed by the Authority/DHEC regulations (solids shall be removed from tanks and properly disposed of approximately every three years for residential units and once a year for businesses), pump tank, or any other operation and/or maintenance cost for the Owner’s on-site sewer components. Notwithstanding the above, the Authority will respond in providing necessary operation and maintenance services to the on-site improvements if the property Owner fails to do so. The Owner shall pay the Authority in responding to the necessary repairs, cost equal to two and one-half times the Authority’s direct cost plus all costs incurred by the Authority to correct any and all operation and/or maintenance problems. The Authority shall provide a written

statement outlining the cost incurred which shall be due and payable in its entirety within Thirty (30) days from date of such statement. Failure of the Owner to pay such cost within the Thirty (30) day period shall result in termination of service until such time as payment is made: and

**ARTICLE II:**

The Owner shall:

1. Construct the on-site portion of the sewer system in accordance with the Authority/DHEC standards, specifications, and plans;
2. At the time of final inspection by the Authority, provide to the Authority an accurate “as-built” drawing of the on-site portion of the sewer system;
3. Convey to the Authority an easement(s) for ingress and egress covering an area 7.5 feet on each side of such on-site components (tanks and lines);
4. Provide access to the on-site sewer system and be responsible for the cost of removal and restoration of fences, shrubbery and/or any other site improvements which deny or may impair access to the on-site sewer system components by the Authority for the purpose of inspection, operation and maintenance.
5. Retain ownership of, and be responsible for all costs of operation and maintenance of the on-site components of the sewer system in accordance with Authority/DHEC requirements.
6. Pay applicable service charges to the Authority for services it provides, in accordance with its established schedule of rates and fees. If the Owner’s account becomes delinquent, the sewer service shall be disconnected until such times as past due amounts, along with any other applicable costs, are paid;
7. Pay all appropriate connection charges associated with the provision of sewer service to the specific property prior to connection to the system;
8. Arrange and pay for the electrical service required to operate the sewer pump(s) installed on the Owner’s property; and
9. Ensure that neither solids nor toxic wastes are introduced into the sewer system. Yard and roof drains, catch-basins, other sources of storm water, swimming pools and heat pumps shall not be connected to any component of the sewer system. Oil, grease, or any petroleum product shall not be introduced into the sewer system. Violation of these provisions shall result in sewer service being discontinued until violations have been corrected, and shall expose the customer to other possible legal actions by the Authority including the imposition of fines in accordance with the provisions of law.
10. Agree to connect to the Authority’s water system if or when it is available, and to pay the associated connection and users fees that are applicable.
11. If the Authority’s water system is not available for connection, the Owner agrees to allow the Authority to install a water meter on the water supply line that feeds the Owner’s home for the purpose of measuring consumption to calculate appropriate monthly sewer charges. The Owner agrees to pay for the water meter based on the associated connection fees.
12. Execute an Easement in a form satisfactory to the Authority to comply with Article II, Sections 3 and 4.
13. This agreement is binding on the Owner, his heirs and assigns.

SALUDA COUNTY

WITNESSES: WATER & SEWER AUTHORITY

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WITNESSES: PROPERTY OWNER(S)

(#1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(#2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CUSTOMER AGREEMENT/SERVICE CONTRACT ADDENDUM**

By signing this application for water and/or sewer service, the applicant agrees to pay all costs of collection of the applicant’s unpaid bills. The Saluda County Water and Sewer Authority has the right pursuant to the South Carolina Setoff Debt Collection Act to collect any sum due and owed by the applicant through offset of the applicant’s state income tax refund. If Saluda County Water and Sewer Authority chooses to pursue debts owed by the applicant through the Setoff Debt Collection Act, the applicant agrees to pay all fees and costs incurred through the setoff process, including fees charged by the Department of Revenue, the Municipal Association of South Carolina, and/or Saluda County Water and Sewer Authority. If Saluda County Water and Sewer Authority chooses to pursue debts in a manner other than setoff, the applicant agrees to pay the costs and fees with the selected manner as well.

Customer Initials \_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**STATE OF SOUTH CAROLINA )**

**) EASEMENT**

**COUNTY OF SALUDA )**

IN CONSIDERATION of the sum of One ($1.00) Dollar to me/us in hand paid by the **Saluda County Water & Sewer Authority**,South Carolina, receipt of which is hereby acknowledged, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ does/do hereby grant to the **Saluda County Water & Sewer Authority**, its successors and assigns, an easement and right of way fifteen (15’) feet in width (7.5 feet on each side of Grantor’s on-site water and/or sewer components) for the purpose of inspecting and, if required, to operate and maintain Grantor’s on-site water and/or sewer components; and with the right to remove, at Grantor’s expense, shrubbery, trees and other obstructions of any kind from the right-of-way area to accomplish the above purposes, said easement and right of way to run through the property which I/we own or in which I/we have an interest.

Said easement to begin at a point where the Authority’s water or sewer system’s connections abuts the Grantor’s property and running the width of fifteen (15’) feet being 7.5 feet on each side of all the lines and tanks comprising the Grantor’s on-site sewer components and the easement ends on the influent side of the solids interceptor tank. Grantor agrees to bear the expense of a more specific survey if required to identify the exact location of the easement.

Grantor and Grantee hereby incorporate into this easement the terms of the Residential/Commercial Sewer Service Contract Agreement entered into by the parties on the \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_, which is binding on the Grantor’s heirs and assigns.

TO HAVE AND TO HOLD the aforesaid rights to the Grantee, its successors and assigns, as aforesaid.

And the Grantor agrees to warrant and forever Defend the above granted rights against himself or his heirs and against any other person lawfully claiming or to claim the same or any part thereof.

IN WITNESS WHEREOF, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has/have hereunto set \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hand and seal this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

In the year of our Lord, 20\_\_\_\_\_.

WITNESSES: HOMEOWNER(S)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

STATE OF SOUTH CAROLINA )

)

COUNTY OF SALUDA )

PERSONALLY appeared before me the first witness whose name is subscribed above and made oath the \_he was present and saw the within named \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ sign, seal, and as their act and deed deliver the written EASEMENT, and that \_he with the second witness whose name is subscribed above witnessed the execution thereof.

SWORN to and Subscribed before me

This \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public for South Carolina

My Commission Expires \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***This institution is an equal opportunity provider and employer.***

**SALUDA COUNTY WATER & SEWER AUTHORITY GENERAL POLICY GUIDELINES**

Welcome to Saluda County Water & Sewer Authority. We are pleased to have you as a customer. Below are some general guidelines regarding your account with Saluda County Water and Sewer Authority.

Payments are due **each** month by the 10th. We do give a 10day grace period, so any payments received by the close of business on the 20th will not be penalized. Penalties are placed on unpaid accounts on the 21st of each month and a cutoff date is set each month sometime after the 21st. Your bill will notify you each month of the cutoff date and other important dates, such as office closings. **The cutoff date may vary from month to month**. You **will not** receive a 2nd Notice. A **non-payment fee** is added to all accounts not paid before cutoff day. This is a non-payment fee, **not** a disconnect fee. Please pay close attention to your bills as valuable information is passed along to our customers on the bill or on a separate flyer inserted with the bill.

Our office hours are Monday – Friday 8:00AM to 5:00PM. We do close for lunch each day from 1:00PM to 2:00PM. We also close in observance of all State Holidays. These closings will be posted at our office, on our website, and on our bills. Our office staff can be reached at (864) 445-9572 during normal office hours.

We have technicians on call for after hour emergencies. Please call (864)993-7078 or contact the Sheriff’s Department at (864)445-2112 to have a technician assist you in your emergency.

There are several payment options available for you. You may: set up your account for automatic draft (ask clerks for the necessary paperwork or find the paperwork on our website at [www.scwsa.com](http://www.scwsa.com)),

pay by check, money order, credit card, debit card, or cash inside our office and at the drive-thru window located at 106 N Jennings Street, Saluda, SC 29138

pay by phone at (864) 445-9572 Option 1 using a debit or credit card (you must have your account number and the last 4 digits of the telephone number we have on file for you to complete payments via our automated telephone system.) With the automated system, you **do not** need to enter the 01-nor any of the zeros preceding the account number. Example: Your bill shows Account # 01-000xxyy, you only need to enter xxyy.

pay by debit card or credit card on our website at SCWSA.com (you must have your account number and the last 4 digits of the telephone number we have on file for you to complete payments via the website). With the automated system, you **do not** need to enter the 01-nor any of the zeros preceding the account number. Example: Your bill shows Account # 01000xxyy, you only need to enter xxyy.

**Please understand that for unpaid accounts that reach an outstanding balance of $300 Saluda County Water and Sewer Authority will remove the meter from the premises**. **Once the meter has been pulled, you will be required to pay ½ the current tap fee to re-establish service at that location**.

[

**The same will hold true for customers requesting to have the meter removed. No matter the circumstances, once the meter is removed, a payment of ½ the current tap fee will be required to re-establish water service.**

**Be advised, that you may request to have your water service turned off, however, you will still be responsible for the minimum billing each month. Saluda County Water & Sewer Authority relies on your payments in order to maintain lines and pay back loans that have been to install these lines.**

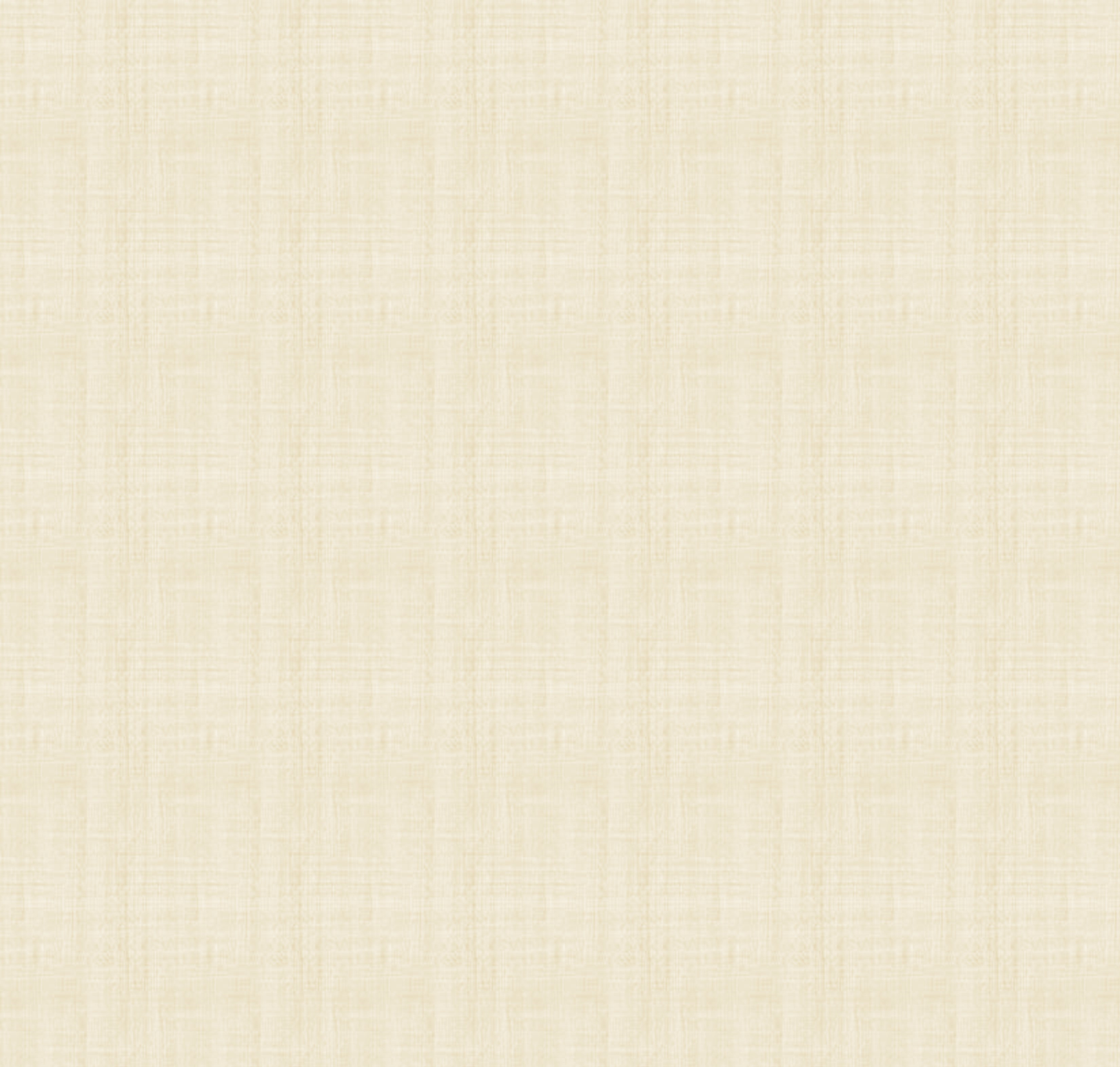
We do have a drop box just past the drive-thru window for your convenience. Please be sure that any payment left in the drop box is clearly labeled and identifiable for proper credit to your account. If you leave cash, please make sure that it is securely sealed in an envelope.

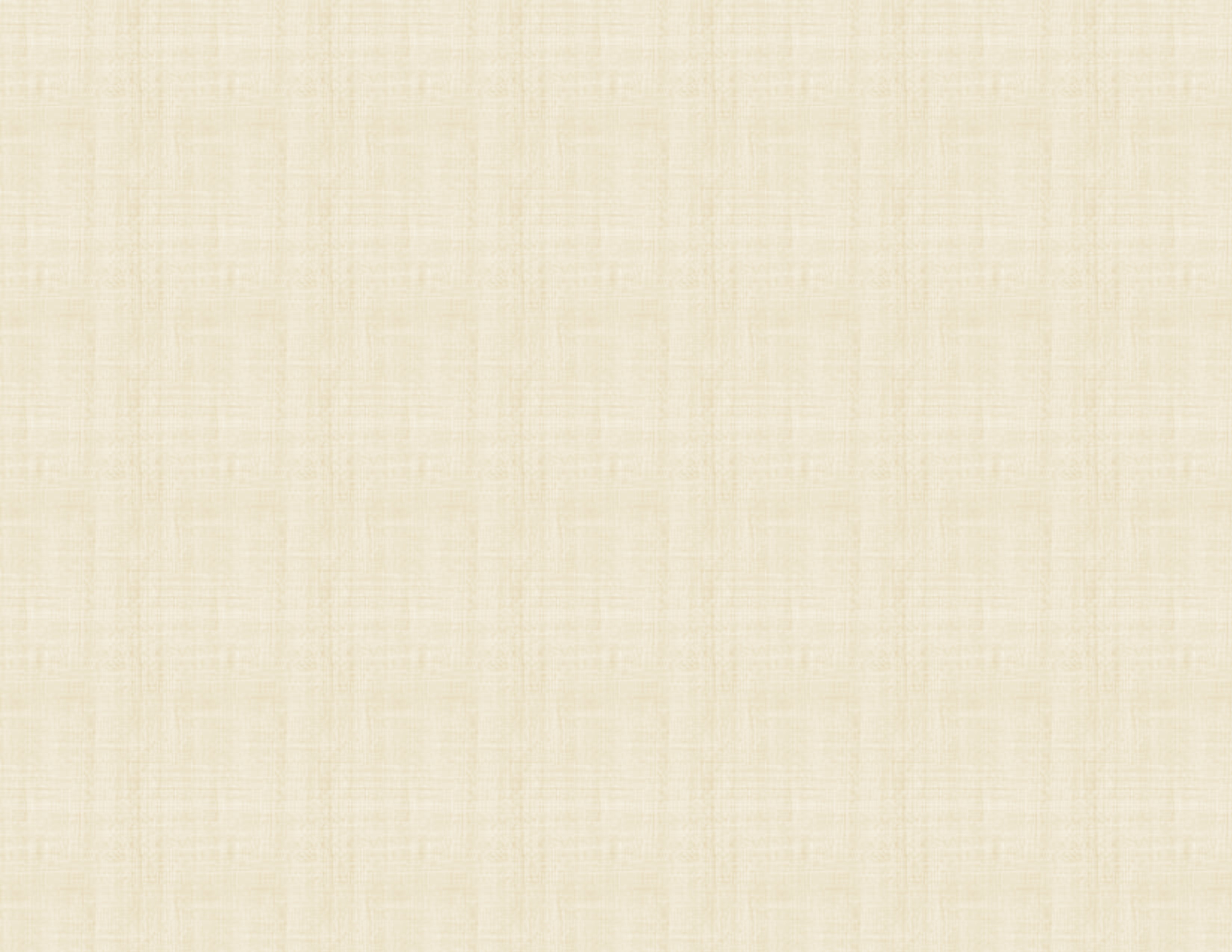
**SALUDA COUNTY WATER & SEWER AUTHORITY** **GENERAL POLICY GUIDELINE ACKOWLEDGEMENT PAGE**

***I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby acknowledge receipt of Saluda County Water & Sewer Authority’s General Policy Guidelines pages. I have read and understand these policies and by signing below agree to adhere to these policies.***

***Customer Signature Date***

***SCWSA Signature Date***

******



PLACE

STAMP

HERE



SALUDA

COUNTY

WATER &

SEWER

AUTHORITY



**Our Mission**

At Saluda County Water

and Sewer Authority, we

are committed to

providing safe, high

quality water services to

our community, while

maintaining a standard

of excellence in

customer service and

environmental

conservation