



DEPARTMENT OF PUBLIC WORKS  
 20 East Gay Street  
 Harrisonburg, VA 22802  
 540-574-3517 FAX: 540-564-3048

**WATER AND SEWER  
 APPLICATION FOR SERVICE**

LAST NAME			FIRST NAME			MIDDLE NAME					
LAST NAME			FIRST NAME			MIDDLE NAME					
I would like service to start on: _____ DATE				WATER <input type="checkbox"/>		SEWER <input type="checkbox"/>					
STREET ADDRESS					CITY/ZIP						
APPLICANT #1 TELEPHONE				APPLICANT #1 EMAIL							
APPLICANT #2 TELEPHONE				APPLICANT #2 EMAIL							
Applicant #1 SSN: (EIN IF BUSINESS)						Applicant #2 SSN: (EIN IF BUSINESS)					
MAILING ADDRESS IF DIFFERENT FROM SERVICE ADDRESS:											
Street address:					City, State, Zip:						
I (We) are the <input type="checkbox"/> Owner <input type="checkbox"/> Tenant If tenant, 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.											
SIGNATURE OF APPLICANT OR AGENT _____						DATE _____					
*DEPOSITS ARE RETURNED AFTER 12 CONSECUTIVE MONTHS OF PAYMENTS RECEIVED ON TIME & NO INTEREST CHARGES*											
<b>FOR OFFICE USE ONLY</b>											
Water Service Area _____			Service Date _____								
Sewer Service Area _____			Old CID # _____/ _____								
Owner Deposit <input type="checkbox"/> \$50 Water only <input type="checkbox"/> \$50 Sewer only <input type="checkbox"/> \$100 Both			Meter # _____ Read _____ CC <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> # _____ City Account # _____								
Renter Deposit <input type="checkbox"/> \$75 Water only <input type="checkbox"/> \$75 Sewer only <input type="checkbox"/> \$150 Both			Good Credit @ Previous Acct # _____ Book # _____ Page # _____ <input type="checkbox"/> Landlord credit app on file								
Account # _____					Customer # _____						
Received by		Date		Added to:		Read Sheet		Termination Sheet			

I have received a copy of the Three Springs Water Quality Report.

Signed \_\_\_\_\_ Date \_\_\_\_\_

# Customer Information

## Rockingham County Water/Sewer

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All residential accounts are subject to monthly minimum billing:

Three Springs minimum - \$22.00

Smith Creek minimum - \$50.00

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### Ways to Pay your Bill

Bills are processed monthly reflecting the prior month's reads for actual usage billed. Payments are due on the 1st business day of each month. If payments are not received by the due date, a 1% late fee is assessed.

**Cash or Personal check** - *Always send in your remittance form with your bill.*

**Credit/Debit card** on our website [www.rockinghamcountyva.gov](http://www.rockinghamcountyva.gov). A minimum fee of \$2.00 or 2.95% will be charged for this service.

**In person** at the Treasurer's office.

**Auto-draft** - Payments will be drafted from your bank account each month on the bill's due date. There is no fee for this service.

\*Please note if you pay through your bank, it can take up to 21 days for it to come in the mail to us.

**Phone** - 1-855-786-5283

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### 9-1-1 Communications

For large water outages and other notices from Public Works are sent through a reverse 911 call.

Register at <https://member.everbridge.net/311715841442022/new>.

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### Water/Sewer Cut-Off Policy

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

We will call or tag your door if your account falls in cut-off status.

Please keep your contact information up-to-date.

If in cut-off status - PAYMENT OPTIONS

Cash or Personal check at the Treasurer's Office.

Credit/Debit card on our website [www.rockinghamcountyva.gov](http://www.rockinghamcountyva.gov). A minimum fee of \$2.00 or 2.95% will be charged for this service.

If your account is in cut-off status, you are required to pay the Full Past Due Amount + the \$25 service fee.

Please bring payment receipt to Public Works for verification of payment. After confirmed payment, the service will be restored before the end of the current business day.

**Call 811 before you dig!**



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