

# *MUIR BEACH COMMUNITY SERVICES DISTRICT*

19 SEACAPE DRIVE

MUIR BEACH, CA 94965 TELEPHONE (415) 388-7804  
Website: www.muirbeachcsd.com

## **MBCSD WATER ACCOUNT APPLICATION**

The District must maintain adequate account information to properly serve you. Emergency contact phone numbers are essential for providing you with information on water leaks, maintenance information, water service interruptions, etc., or if the District needs to contact you directly in the event of an immediate emergency. The information you furnish here is confidential. There is a separate process for inclusion in the Muir Beach Community Telephone Directly.

Please complete the Account Information requested below and return this entire form, along with the \$100 security deposit made payable to "MBCSD" to the community mailbox marked "WATER" on mailbox row across from the Pelican Inn, or you can mail the form to the District's address in the letterhead above. If your contact information changes, you are responsible for providing the District with the correct new information.

Billing name(s): \_\_\_\_\_ Meter #: \_\_\_\_\_

Billing address: \_\_\_\_\_

Resident name(s), if different: \_\_\_\_\_ Own / Rent (circle one)

Home Telephone #: \_\_\_\_\_ Work/Daytime Telephone #: \_\_\_\_\_

Water emergency telephone contact #: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Residence street address: \_\_\_\_\_

Property owner's name and address, if different: \_\_\_\_\_

To keep costs low, the District prefers to send your monthly billing statement electronically to the email address given above, or it will be mailed to the billing address via U.S. Mail. Please indicate your billing statement preference: E-mail \_\_\_\_\_ U.S. Mail \_\_\_\_\_

This application requires a \$100 refundable security deposit. You are required to notify the District at least ten days in advance of a requested service termination. You are responsible for all water service charges until 5 pm on the requested termination date.

I attest that the above information correctly represents my preferences for the water billing applicable to the indicated street address, including the contact phone number to receive emergency water information.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

GENERAL BILLING INFORMATION: Meters are read on the 16<sup>th</sup> day of each month and delivered prior to the 1<sup>st</sup> day of the following month. Bills are due upon receipt and become delinquent after the 16<sup>th</sup> day of the month following the billing date. Delinquent bills are subject to a \$25 late notice fee.