

# Brookshire Municipal Water District

PO Box 1850 • 4004 6<sup>th</sup> St. • Brookshire, TX 77423 • P (281) 375-5010 F (281) 934-4877

## APPLICATION FOR WATER & SEWER SERVICES

Applications for new water service must be received by 2:00 p.m. for same day service. Applications received after 2:00 will be processed the following business day. Office hours are Monday – Friday, 8:30am – 4:30pm.

Date: \_\_\_\_\_

Date for Service to Begin: \_\_\_\_\_

Type of Property at Service address: ☐ House ☐ Mobile Home (circle one) Existing on Lot / Move In on Lot  
☐ Apartment ☐ Commercial: (type of commercial) \_\_\_\_\_

Use of the existing building: \_\_\_\_\_

(Initial) I am fully aware that there may be additional fees associated with changing the use of the existing building. I will take full responsibility for any charges associated with change of use. Nonpayment of fees will result in disconnection of service.

Responsible Party: \_\_\_\_\_ and \_\_\_\_\_

Service Address: \_\_\_\_\_

Plumbing Permits Pulled? Y / N

Name of Mobile Park: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Driver's Lic # or ID #/State: \_\_\_\_\_ Expires: \_\_\_\_\_

[ ] Own [ ] Rent Property Owners Name and Phone: \_\_\_\_\_

Previous Service with BMWD? YES [ ] NO [ ] If yes, address? \_\_\_\_\_

(Initial) I am fully aware that there may be water left on or leaks that may cause damage to this address. I will take full responsibility for any damages and water usage that may occur to the restoration of my water service.

(Initial) I am fully aware that for the inspections I am responsible for notifying the District when the Sewer Tap will be made (24 hrs prior to tap) and the CSI upon completion of project. \*\* If required \*\*

In accordance with the Texas Open Records Act, the BMWD may NOT disclose a customer's utility account information (including the address), unless the customer elects to make the information public.

(Initial) I give permission for my account information to be made public. YES [ ] NO [ ]

I hereby declare and affirm, to the best of my knowledge and belief, that all statements and answers as stated herein are full, complete, and true. I, undersigned, fully understand that I am responsible to pay for utility service or other charges which may become due to the BMWD at this address. All persons who sign this application shall be severally liable for any water, sewer, and garbage service charges incurred at this service.

Applicant Signature

Date: \_\_\_\_\_

For Office Use Only

S/O No: \_\_\_\_\_

Account # \_\_\_\_\_

CSI S/O No: \_\_\_\_\_

Revised 12/23

# BROOKSHIRE MUNICIPAL WATER DISTRICT

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## NOTIFICATIONS & ACCOUNT UPDATE REQUEST FORM

Account Number: \_\_\_\_\_

Account Holder Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

*Requires proof of change (i.e., death certificate, marriage license, divorce decree, driver's license). If new tenant is taking over account, a new application is required.*

### Do you wish to receive?

**\*\*Billing Notification\*\*** **Y/N**

(Informs you when your statement/bill is available to pay)

**\*\*General Notification\*\*** **Y/N**

(Provides information regarding bad weather alerts, boil water notices and leak repairs, etc.)

Email Billing **Y/N**

Email Late Notice/Cutoff **Y/N**

**\*\*\*\*\* MUST MAIL ALL LATE NOTICE/CUTOFF NOTICES \*\*\*\*\***

**All bills are due on the 16<sup>th</sup> of each month, failure to receive bill and / or notifications does not waive any penalties.**

\_\_\_\_\_  
**Account Holder Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

# *Brookshire Municipal Water District*

4004 6<sup>th</sup> St. • PO Box 1850 • Brookshire, TX 77423 • P (281) 375-5010 F (281) 934-4877  
After hours Emergency number ONLY: (281) 375-5000

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## Terms of Service

The Terms of Service, in part, are listed below. For complete terms and conditions, please refer to the

District's Rate Order, a copy of which can be viewed in the District's office.

1. Customer should receive a water bill each month. If you do not receive your water bill, notify the Billing Department at (281)375-5010. **(Failure to receive bill DOES NOT waive past due penalty.)**
2. Minimum monthly bills are \$44.25 + Regulatory Fee & Bluebonnet Fee:
  1. \$20.75 minimum for water consumption up to 2,500 gallons;
  2. \$23.50 Sewer;
  3. State Regulatory Fee; and
  4. Bluebonnet Groundwater Fee.
3. **New Connection or Transfer fee: \$15.00.**
4. Deposits are as followed: \$175.00 for Mobile Home (proof of owner/lease agreement is required), \$175.00 for Rental Property (copy of lease/rental agreement is required), and \$100.00 for Homeowner (proof of ownership is required).
5. The deposit is refunded only when the service has been disconnected and finalized. Remaining Deposit will be applied to Final Billing. No interest will be paid on the deposit.
6. Water Bills are mailed on the **1<sup>st</sup> of each month**. Bills are due upon receipt and become delinquent if not paid, in full, on or before the **16<sup>th</sup> of each month**. On the **17<sup>th</sup>**, a **10% penalty** is added to the account. On the **24<sup>th</sup> of each month** a second notice is mailed out and a **\$5.00 penalty** is added to the account. The second notice will state the amount due and give a final date to pay in order to avoid an additional **\$70.00 fee** and disconnection of service. Service will not be restored until the bill is paid in full, including all fees.
7. **Disconnect fee: \$15.00**  
**Penalties will apply regardless of failure to receive a bill or second notice.**
8. A fee of \$50.00 will be assessed on ALL payments returned to the District. Payment items returned for any reason (NSF, Closed Account, etc.) **MUST** be paid for by money order or cash.
9. If the service address has been **disconnected**, according to our records for longer than one (1) year, an \$85.00(Residential) / \$150.00 (Commercial) CSI (Customer Service Inspection) fee must be paid along with service deposit and connect fee before service will be connected. **FEES ARE NOT PART OF THE DEPOSIT AND ARE NOT REFUNDABLE.**
10. Payments may be made by the following methods during office hours; **Cash, Check, Money Order, Credit Card and Online:**
  - a. Regular mail should be sent to PO Box 1850, Brookshire, TX 77423(Check or Money Orders only, **NO CASH!**)
  - b. After hours/Night depository, accessible 24 hours a day. Located adjacent to the front door of the District's Office on 4004 6<sup>th</sup> St., Brookshire, TX 77423. Payments deposited after 4:30 p.m. will not be posted until the next business day. (Check or Money Orders only, **NO CASH!**)

c. Lobby or Walk-in is open from 8:30 a.m. to 4:30 p.m. Closed for Lunch from 12p.m. to 1 p.m., Monday through Friday, except designated holidays.

d. Online-<http://www.brookshiremwd1.org/>

11. Customers are responsible for repairing any leaks on the customer's side of the meter and any water loss.
12. Customers are responsible for repairing any and all sewer taps, leaks and stoppages.
13. Customers are required to inform the District in writing of any change from your original Application for Service including but not limited to the following ( water consumption, use of Building, and type of wastewater discharge into the District system )
14. Prior to any connection to the District's water and wastewater system, an application for a plumbing permit must be pulled with The City of Brookshire. The final inspection documents must be submitted to the Brookshire MWD Administrative Office prior to making the connection into the District's system

\*\*\* We look forward in serving you if you have any questions, Please feel free to call us at (281)375-5010\*\*\*

I \_\_\_\_\_, have read and understand this agreement, and  
I accept terms and conditions.

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

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

# Brookshire Municipal Water District

## WATER SERVICE AGREEMENT

- I **PURPOSE** - The Brookshire Municipal Water District is responsible for protecting the drinking water supply from contamination or pollution which could result from improper system construction or configuration on the owner's connection side of the meter. The purpose of this service agreement is to notify each customer of the plumbing restrictions, which are in place to provide this protection. The public water system enforces these restrictions to ensure the public health and welfare. Each customer must sign this agreement before The Brookshire Municipal Water District will begin service. In addition, when service to an existing connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.
- II **RESTRICTIONS** - The following unacceptable practices are prohibited by State regulations:
- A No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate backflow prevention device.
  - B No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure zone backflow prevention device.
  - C No connection which allows water to be returned to the public drinking water supply is permitted.
  - D No pipe or pipe fitting which contains more than 0.25% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.
  - E No solder or flux which contains more than 0.2% lead can be used for the installation or repair of plumbing at any connection which provides water for human use.
- III **SERVICE AGREEMENT** - The following are the terms of the service agreement between The Brookshire Municipal Water District (the Water System) and \_\_\_\_\_ (the Customer):
- A The Water System will maintain a copy of this agreement as long as the Customer and/or the premises is connected to the Water System.
  - B The Customer shall allow his property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service, when there is reason to believe that cross connections or other potential contamination hazards exist, or after any major changes to the water distribution facilities. The inspections shall be conducted during the Water System's normal business hours.
  - C The Water System shall notify the Customer in writing of any cross-connection or other potential contamination hazard which has been identified during the initial inspection or the periodic re-inspection.
  - D The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his premises.
  - E The Customer shall, at his expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing maintenance records shall be provided to the Water System.
- IV **ENFORCEMENT** - If the Customer fails to comply with the terms of the Water Service Agreement, the Water System shall, at its option, terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

Name (please print)	Signature	Date
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Address	City	State Zip
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Tel: (281) 375-5010 • 4004 6<sup>th</sup> Street Brookshire, Texas 77423 • [www.brookshirwmwd.org](http://www.brookshirwmwd.org)

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