



358 Main Street | P. O. Box 236  
 Loleta, CA 95551  
 (707) 733-1717



**WATER/SEWER APPLICATION AND CONTRACT**

By acceptance of service, the Applicant and Co-Applicant (when applicable) understands that he/she must comply with all policies of the Loleta Community Services District and all ordinances pertaining to water and sewer services as described, as well as all other local, state, and federal laws. Please note the following:

- The Loleta Community Services District requires a refundable deposit in the amount of \$100.00 for all new services. Deposits are applied to accounts after 12 months of good credit standing.
- The Applicant and/or Co-Applicant are financially responsible for all water and/or sewer billing and water leaks on property side of the meter. Failure to receive a bill does not excuse the responsibility to pay.
- The Loleta Community Services District requires proof of identity along with the application and deposit.
- Bills are issued and due on the first day of each month. Late fees in the amount of 10% will be applied if the bill is not paid by the last business day during which our office is open (Tuesday, Wednesday, Thursday) of the same month. If past due amounts are not paid within 60 days of the due date, the customer will be contacted via phone and mail and instructed to pay their past due balance or contact the district for an alternative payment option or to schedule an appeal of the charges. If the district is not contacted within 7 days from these attempts to contact the customer, water service will be disconnected. To reestablish service the customer must pay all delinquent bills, charges, and penalties, plus a \$40.00 non-refundable reconnection fee.
- The Owner/Tenant/Occupant will be held liable for damaged and/or stolen meters up to and including civil and/or criminal penalties, fees and costs.
- Customers may pay their bills online a <https://loletacsd.specialdistrict.org/pay-your-water-bill-online> , via telephone at (707) 733-1717, by mail (at P.O. Box 236 Loleta, CA 95551) or in person at 358 Main St Loleta. Loleta Community Services District accepts cash, check, debit/credit card, and money orders; for faster service please bring the rightmost (smaller) portion of your bill when paying in person. If you have any questions regarding your bill please call Loleta Community Services District at (707) 733-1717 during regular business hours, 8:00 am to 2:00 pm Tuesday through Thursday with the exception of holidays.

**Today's Date:** \_\_\_\_\_ **Date to Begin Service:** \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_ Please Circle: **OWN** or **RENT**

SSN: \_\_\_\_\_ Driver's License: \_\_\_\_\_ Exp: \_\_\_\_\_ DOB: \_\_\_\_\_

Co-Applicant (if applicable): \_\_\_\_\_ Phone: \_\_\_\_\_

SSN: \_\_\_\_\_ Driver's License: \_\_\_\_\_ Exp: \_\_\_\_\_ DOB: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Co-Applicant Signature

Applications may be submitted in person to 358 Main St Loleta, CA or via email to [loletacsd@att.net](mailto:loletacsd@att.net). Please include a copy of your photo identification. Once we receive the application we will need to process the deposit over the phone with a debit or credit card. Alternatively, contact the district to make alternative payment arrangements.

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OFFICE USE ONLY

Date Paid: \_\_\_\_\_ Amount: \_\_\_\_\_