



**Chatham County Billing and Collections**  
 PO Box 910 (Mailing Address)  
 192 West Street (Physical Address)  
 Pittsboro, NC 27312-0910  
 919-542-8270 (office)  
 919-542-0998 (fax)  
[www.chathamcountync.gov/utilities-water](http://www.chathamcountync.gov/utilities-water)

## Water Service Application

Date Service Requested: \_\_\_\_\_

**Service application and deposits apply for water service already connected to the county water system**

Owner, Water Deposit \$40 (legal landowner per recorded deed) with unexpired photo ID  
 Renter, Water Deposit \$80 (tenant per signed lease agreement provided) with unexpired photo ID

**Submit water service application in person at 192 West St, Pittsboro. Submittal must include deposit, unexpired photo ID and, if applicable, a signed lease agreement.**

**Choose type of service:**

Single-family Residence     Multi-Unit Residential     Industrial/Production     Commercial     Irrigation

**Please Print:**

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

Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_ Parcel # \_\_\_\_\_

Applicant's Name or Business: \_\_\_\_\_

Mailing Address for monthly bills: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

**Bill Delivery Options:**     Print Only     Email Only     Both: Print and Email

**Monthly Billing Information:**

- Customers are charged monthly for water usage in accordance with the published Chatham County Utilities fee schedule and are obligated to pay a monthly administrative fee regardless of monthly water usage.
- Each month water bills are mailed/mailed around the first and are due before the 25<sup>th</sup> of the same month. Unpaid bills become past due on the 26<sup>th</sup> day of the month with a late fee penalty applied.
- Customers are responsible to pay billed usage even if a bill is not received.
- Nonpayment will result in disconnection of water service with a penalty.

**New Service Connection:** Contact Chatham County Billing and Collections or visit [www.chathamcountync.gov/utilities-water](http://www.chathamcountync.gov/utilities-water)

**Acknowledgement and Signature:**

I have read and comply with the Chatham County Water System Operating Policy. I am 18 years of age or older.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_