

**First Revised Sheet No. 5**  
**Canceling**  
**Original Sheet No. 5**

WN U-2

**Burton Water Company, Inc.**

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**WATER SERVICE**  
**RULES AND REGULATIONS**

**Rule 1 - Adoption of Rules of Regulatory Authorities**

The rules regulating water service prescribed by the Washington Utilities and Transportation Commission, after this called the Commission, are adopted and by this reference are made a part of this tariff.

**Rule 2 - Schedules and Conditions**

The schedules and conditions specified in this tariff for water service are subject to change according to the public service laws of the State of Washington. The amount of water furnished is subject to the Department of Health required standards of quantity and quality. All schedules of water service apply to applicants for or customers receiving water service from the utility.

**Rule 3 - Application and Agreement for Service**

Each prospective customer desiring water service will be required to sign the utility's standard form of application before service is supplied.

An application for service is notice that the prospective customer desires water service from the utility and represents agreement to comply with the utility's rules and regulations on file with the Commission and in effect at the time service is furnished. In the absence of a signed application for water service, the delivery of water by the utility through a standard connection and the taking thereof by the customer will constitute an agreement by and between the utility and the customer for the delivery and acceptance of service under the applicable rate schedule(s) and these rules and regulations.

In a landlord tenant situation, the application for service must be submitted by the landlord. As the property owner, the landlord is receiving water service to benefit the property that the landlord is leasing. The landlord shall be considered the account holder and customer.

(N)  
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**By:** Richard A. Finnigan

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**Burton Water Company, Inc.**

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**WATER SERVICE  
RULES AND REGULATIONS**

**Rule 10 - Interruption to Service**

The utility will make a diligent effort to render uninterrupted service and supply of water. In cases where shut-off is necessary for repair, reconstruction, damage prevention or similar cause, the utility will give one day's advance notice to its customers of such scheduled shut-off. However, the utility will not be responsible for any damage that may result from any cessation of services such as above outlined, nor for failure to give notice of shut-off when circumstances are such that it is impractical to give notice as stated above.

**Rule 11 - Bills/Late Payment Charge**

Bills are due and payable upon receipt. Bills are considered late 30 days after the bill mailing date. A Late Payment Charge as specified in **Schedule X** of 2% of the unpaid balance shall be added to each account for each month the bill is unpaid. The late payment charge will not be applied to any disputed amount unless such amount remains unpaid for more than 30 days after the dispute has been resolved.

Unless otherwise specified, all charges for the base rate shall be paid bi-monthly, one month in arrears and one month in advance, on or before that last day of the billing month. All charges for metered water shall be paid bi-monthly in arrears on or before the last day of the billing month.

**Rule 12 - Deposits**

The utility may require a deposit in situations where a customer's service has been disconnected for nonpayment of amount owed to the utility or when a customer is unable to establish or maintain credit with the utility.

The deposit will not be more than three-twelfths of estimated annual billings.

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**WATER SERVICE**  
**RULES AND REGULATIONS**

**Rule 12 - Deposits** (cont'd)

Interest on deposits will be accrued at the rate for the one-year Treasury Constant Maturity as of November 15 of the previous year, as calculated by the U.S. Treasury, and published in the Federal Reserve's Statistical Release H.15. Interest is computed from the time of deposit to the time of refund.

(T)  
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(T)

Deposits, plus any accrued interest, less any amount owed for service rendered, will be refunded to the customer: 1) where the customer has for 12 consecutive months paid for service when due or 2) upon termination of service.

In addition, the utility will comply with all provisions of the Commission's deposit rules.

**Rule 13 - Responsibility for Delinquent Accounts**

The utility will not refuse service to an applicant or discontinue service to a customer, who is not in arrears to the utility, because of the unpaid bill of a prior occupant, unless there is evidence of intent to defraud.

In a landlord-tenant arrangement, the responsible person is the landlord. The landlord must establish the account and will be billed for service. Disconnection notices will be provided to both landlord and tenant.

(N)  
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(N)

If past due amounts are referred for collection to a collection agency, a collection charge of thirty-five percent (35%) will be added to the delinquent account to reflect the charge assessed by the collection agency.

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**WATER SERVICE  
RULES AND REGULATIONS**

**Rule 14 - Discontinuance of Service** (cont'd)

A minimum of eight (8) business day's notice will be given a customer before a service is discontinued, except in the case of danger to life or property. This notice will be by mail or by personal delivery of the notice to the customer's address, attached to the customer's primary door. (T)  
Before disconnection service, the utility must inform the customer a second time, either by mail or by leaving a notice at the customer's primary door. If by mail the notice must be mailed at least 3 business days prior to the shut-off. If by delivered notice, the notice must be left 24 hours before the shut-off, which furthermore may not occur before 5 p.m. of the 1st day following delivery.

If service is not disconnected within ten (10) working days of the shut-off date listed on the second notice for disconnection, that disconnection notice will become void and a new notice must be provided before the service can be disconnected. However, if the customer has arranged for payments to avoid disconnection of service, a new notice is not required if the customer fails to keep the payment arrangements. (T)

When a utility employee is dispatched to disconnect or reconnect service, the employee shall be required to accept payment of a delinquent account and the disconnection visit charge and reconnection charge as specified in **Schedule X**. If amount owing is tendered in cash, utility employee will not be required to dispense change for excess of the amount due and owing. Any excess payment will be credited to the customer's account. The utility will restore service when the cause of discontinuance has been removed and payment of all proper charges due from customer have been made. (T)  
(T)

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**Burton Water Company, Inc.**

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**SCHEDULE NO. 10**  
**SERVICE CONNECTION CHARGE**

<b><u>Size of Service Connection</u></b>	<b><u>Service Connection Charge</u></b>	
3/4 inch service	Labor and material,	(C)
Tax Gross-up of PP%	plus federal income	
Total Service Connection Charge	tax gross-up	(C)
Larger than 3/4 inch service	Labor and Material plus federal	(T)
	Income tax gross-up	(T)
1.	A charge will be made the first time a customer's service pipe is connected to the utility's main. This charge does not include the cost of a meter, or its installation. A meter will be furnished, installed and maintained by the utility without direct cost to the customer.	(D)
2.	The utility owns and maintains all materials involved in making a service connection.	(D)
3.	The service connection charge must be paid before the water is turned on.	
4.	In addition, there will be a charge based on a gross up factor due to federal income taxes assessed.	
5.	Meter will be placed in a suitable meter box located at the customer's property line, except when this is not practicable. The meter will be installed upon the customer's premises in some convenient location approved by the utility where the meter will at all times be accessible for reading, inspection and testing. (See Rule 8).	
6.	Service Connections will be installed within 7 days from payment, unless prior arrangement in writing are agreed upon by both the customer and the utility.	

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**THIRD REVISED SHEET NO. 40  
CANCELING SECOND REVISED SHEET NO. 40**

**BURTON WATER COMPANY, INC.**

**SCHEDULE X  
ANCILLARY CHARGES**

Rule 5 & Rule 14	Reconnection Charge Disconnection Visit Charge	\$50.00 \$50.00	(I)
Rule 11	Late Payment Charge, applied when a billed amount is not paid in 30 days	2% of the amount billed for each month it is unpaid	
Rule 17	Account Set-up Charge NSF Check Charge	\$50.00 \$40.00	(I)
Rule 18	Water Availability Letter Charge	\$40.00	(I)

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