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For Commission's Receipt Stamp

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January 2017

NAMING RATES FOR

Northwest Water Services, LLC

At

Mount Vernon, Washington

And

CONTAINING RULES AND REGULATIONS

GOVERNING SERVICE

Issued Date: January 13, 2017 Effective Date: March 1, 2017

Issued By: Northwest Water Services, LLC

By: Carol Rofkar Title: Co-Owner

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WATER SERVICE
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Rule 1 – Adoption of Rules of Regulatory Authorities

The regulation rules pertaining to water service prescribed by the Washington Utilities and Transportation Commission (Commission) described in Revised Code of Washington (RCW) Title 80 and Washington Administrative Code (WAC) Title 480 are thereby adopted and 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 Washington State Department of Health (DOH) required standards of quantity and quality. The water resources and water rights are subject to the Washington State Department of Ecology (DOE) required standards of issued permits for ground water withdrawal. All schedules for water service apply to applicants for our 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.

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Rule 4 – Definition of Service

Service will be supplied as described in these rules and under the applicable rate schedule(s). Service will be supplied only to those who secure their source of water exclusively from the Utility, unless otherwise provided under written contract. Water service will be used only for the purpose specified in the service agreement and applicable rate schedule(s). A customer will not sell or permit others to use such service, unless authorized to do so under written contract with the Utility.

The customer will not increase demand or use of service as stated in the application for service without giving prior notice of such increase. In the event of such increase, the customer is required to pay the Utility's regularly published rates for the increased service from the date of connection and use of the service.

Whenever the customer wants to permanently discontinue the use of water through any fixtures mentioned in the original application, the customer must cause the fixture to be removed and the branch pipe or service supplying the same to be capped or plugged, and must notify the Utility in writing before any reduction in charge will be made.

Rule 5a – Disconnection Visit Charge (Single Visit)

When a Utility employee is dispatched to disconnect service and service is not disconnected, that employee must accept payment of a delinquent account and disconnect visit charge if specified in **Schedule 8**. If the amount owed is tendered in cash, the Utility employee will not be required to dispense change for excess over the amount due and owed. 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 the customer has paid all charges due. Disconnection visits will only be made following the required notice to the customer.

Rule 5b – Reconnection Visit Charge (Single Visit)

A reconnection visit charge, as specified in **Schedule 8**, will apply for reconnection of the customer's service to the Utility's distribution system. A reconnection charge is to apply in cases where:

- service has been discontinued for non-payment of delinquent account,
- at the request of the customer (seasonal reconnection),
- cross connection control has not been installed (no proof of backflow assembly),
- backflow assembly testing has not been done (annual testing report is not provided) and

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- refusal to make proper repairs or similar causes under Rule 15.

No charge will be made for reconnection of service if the shut-off was made for the convenience of the Utility in making repairs, changes, etc.

Rule 6 – Installation of Service Pipes and Meters

The Utility will construct service connections of a proper size from its distribution mains to the customer's property. The Utility reserves the right to refuse to construct a service connection to any property if the applicant's pipes are not properly constructed and protected.

‘Utility Meter Installation’ – The Utility may meter any flat rate service at its discretion. The Utility's metered service rates will become effective, after the customer has received thirty (30) days' written notice. All meters so placed will be installed and maintained by the Utility without direct retrofit cost to the customer.

‘Customer Request Meter Installation’ – A meter will be installed upon any flat rate service at the request of the customer, only if the actual cost of the meter and installation is paid by the customer. The amount paid will be reimbursed to the customer, by bill credit, by at least ten (10) percent of the meter and installation charge each month until fully repaid. All meters will be installed and maintained by the Utility without future cost to the customer. The charge and conditions for this service are specified in **Schedule 7**.

Rule 7 – Distribution Main Extension

‘Utility Allowance’ – Where elevation and construction conditions allow and one or more bona fide prospective permanent customers request a main extension, the Utility will construct and pay for the same, if the Utility has sufficient capacity available to meet DOH standards of quantity and quality.

‘Customer Prorate Share’ – The cost of main extension in excess of the estimated customer(s) revenue for three (3) years (Utility allowance) must be paid by the prospective customers in advance.

‘Construction Contract’ – No main extension will be considered as coming under this rule where the total cost of the main extension is greater than the estimated customer(s) revenue for six (6) years. Water main extensions and/or fire hydrants will be installed after contracts have been approved by the Commission pursuant to WAC's for special contracts for water utilities and distribution extensions.

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Rule 8 – Responsibility for, and Maintenance of, Services

‘Point of Delivery’ – The point at which water will be delivered to and received by the customer will be on the property line of the customer’s property at a point designated by the Utility. The Utility will install its meter or other connection device at the Point of Delivery, except, at its option, the Utility may install its meter at some other agreed point on the property of the customer, provided that in such event the property line will nevertheless be deemed the Point of Delivery.

The customer will assume all responsibility after Point of Delivery for water supplied by the Utility. The Utility will be exempt from all liability for loss or damage caused by leakage or escape of water furnished by the Utility, after water has passed the Point of Delivery.

All service pipes and fixtures on the customer’s side of the Point of Delivery shall be provided and must be maintained and protected from freezing at the customer’s expense. Where there are leaking or defective pipes or fixtures, the water may be turned off at the option of the Utility until properly repaired. The Utility may require any service to be equipped with freeze prevention devices to be used during cold weather conditions instead of permitting water to run continuously from faucets.

Rule 9 – Access to Premises

The Utility's regularly authorized agents or employees will have access to the premises of the customer at reasonable hours for meter reading, inspection, connection, disconnection, repair or removal of the Utility's property.

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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 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 impossible to give notice as stated above.

Rule 11 – Bills/ Late Payment Charge

All bills shall be rendered bi-monthly in arrears and are due and payable upon receipt and are considered delinquent no less than fifteen (15) days after the date mailed. Bills will be deemed received upon personal delivery to customer or three (3) days following the deposit of the bill in the United States mail to the customer's last known address. Where the meter has not been read, a minimum bill will be rendered and adjusted when the next succeeding meter reading is available. Bills are considered late fifteen (15) days after the bill mailing date. Payments considered late will be charged a Late Payment Charge as specified in Schedule 8.

Rule 12 – NSF and Bank Charges

An NSF check charge as specified in **Schedule 8** will be made for handling customer checks that have been returned by the bank as NSF, account closed or payment stopped. If such checks were used to prevent a shut off, the provider will shut water off at this time. Checks returned and redeposit will be charged as redeposit fee as specified in **Schedule 8**.

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Rule 13 – Responsibility for Delinquent Accounts

The Utility will not refuse or discontinue service to an applicant or customer, who is not in arrears to the Utility even though there are unpaid charges due from the premises occupied by the applicant or a customer, due to the unpaid bill of a prior customer unless there is evidence of intent to defraud.

The Utility may not permanently deny service to an applicant because of a prior obligation to the Utility.

Rule 14 – Account Set-up Fee and Letter Availability Fee

There is an account set-up fee along with a letter availability fee as specified in **Schedule 8**.

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Rule 15 – Discontinuance of Service

The Utility reserves the right to discontinue service to its customers for:

1. Unpaid bills, as provided for in this tariff.
2. Water uses for purposes or properties other than those specified in the customer's application for service.
3. Willful waste of water through improper or defective piping, equipment, or otherwise.
4. Piping or equipment that does not meet the Utility's standards or fails to comply with other applicable codes and regulations.
5. Tampering with the Utility's property.
6. Vacating the premises.
7. Nonpayment of any proper charges, including deposit, as provided in this tariff.
8. Refusing to allow access as required in commission Rules.
9. Violating rules, service agreements, or effective tariffs, including violation of outdoor watering instructions given to customers in order to curtail water use during time of shortage.
10. Use of equipment that detrimentally affects the Utility's service to its other customers.
11. Service obtained by fraud.

The right to discontinue service may be exercised whenever and as often as any of the foregoing situations occur, and neither delay nor omission by the Utility to enforce this rule any time will be deemed a waiver of its right to discontinue service.

Discontinuance of service by a customer - Customer shall be required to give notice to the Utility of their intention to discontinue service.

Required notice prior to disconnecting service: The Utility must serve a written disconnection notice on the customer, either by mail, or, at the Utility's option, by personal delivery of the notice to the customer's address, attached to the primary door.

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A minimum of eight (8) business days' written notice will be given a customer before service is discontinued, except in the case of danger to life or property. Before disconnecting service, the Utility must in addition to the first (1st) notice as described above, provide a second (2nd) notice by on the two options listed below.

- a. Delivered notice - The Utility must deliver s second (2nd) notice to the customer and attach it to the customer's primary door. The notice must contain a deadline for compliance that is no less than twenty-four (24) hours after the of delivery that allows the customer until 5:00 p.m. of the following day to comply, or
- b. Mailed notice - The Utility must mail a second (2nd) notice, which must include a deadline for compliance that is no less than three (3) business days after the date of mailing if mailed from within the state of Washington.

Disconnection notice will expire after ten (10) business days from the first day that the Utility may disconnect service, unless other mutually agreed upon arrangements have been made and confirmed in writing by the Utility. If mutually accepted arrangements are not kept, the Utility may disconnect service without further notice.

When a utility employee is dispatched to disconnect service, that person must accept payment of a delinquent account and disconnect visit charge as specified in **Schedule 8**. 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 payments of all proper charges due from customer have been made.

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Rule 16 – Rates

Rates for water service and supply are those published in the Utility's tariff on file with the Commission. Unless otherwise stated in this tariff, the rates apply to a single service, to one customer at one premise. Water service must be subscribed to on an annual basis. No proration or reduction in billing is allowed unless this tariff proscribes temporary or seasonal rates.

When conditions require that two or more consumers with separate housekeeping establishments occupy the same or separate dwellings, be supplied through an *un-metered service*, (Dwelling Units) each consumer using water is considered a separate customer and will be charged the base charge as provided by the schedule of rates.

When conditions require that two or more consumers with separate housekeeping establishments occupy the same or separate dwellings, be supplied through *one metered service*, consumers using water will be considered a single customer and will be charged the base charge as provided by the schedule of rates for the size of meter installed. If the consumption as shown by the meter exceeds the allowance or usage blocks for the size of the meter, the excess consumption charge will be computed at the regular rates for one customer for the size of meter installed.

Rule 17 – Sprinkling and Irrigation

Water used for sprinkling and irrigation must be paid for at the regular prescribed tariff rates for such service. The hours for such use will be as prescribed from time to time by the Utility, subject to protest by any customer affected and reviewed by the Commission. During peak use months (June through September), and at such other times when demand may be high, the Utility may prohibit or limit sprinkling and irrigation to preserve water for domestic consumption.

No person will use water for sprinkling or irrigation purposes during any fire in the area, and all sprinkling or irrigation must be stopped immediately when a fire alarm is sounded. Water use may resume three (3) hours after the fire has been extinguished.

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Rule 18 – Test Results Copy Charge

There will be a charge to requesting person for any copy of water test results. Such results might be Inorganic, Organic, Lead and Copper, etc. Charge is specified in **Schedule 8**.

Rule 19 – Cross Connection Control

The customer shall not permit the plumbing on their premises to be connected to any source of water supply other than the Utility's, or to any potential source of contamination, without first obtaining the Utility's written permission and meeting the Utility's cross connection control criteria. The customer shall assure that effective back-flow prevention measures are implemented to ensure continual protection of the water in the public water distribution system. Any back-flow prevention assembly deemed necessary by the Utility to prevent entry of contaminants to the public water system shall be installed at the customer's expense.

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SERVICE AREA

Water System List

County: Snohomish

<u>System Name</u>	<u>DOH WFI #</u>
Lake Alyson Water	50691 R
Tjetland Water System	17475C

County: _____

<u>System Name</u>	<u>DOH WFI #</u>

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SCHEDULE NO. 1
Flat Rate Service

Availability

Within the limits of all Water Service Areas served by the Utility and at Utility's option and capability to maintain Department of Health standards of quantity and quality.

Applicable

Applicable to domestic residential customers served by the utility on a metered basis.

Conditions

The charge for this service is not subject to cancellation or reduction for seasonal or temporary periods, unless seasonal rates apply per this tariff. This charge will be the monthly minimum bill for this class of service.

Monthly Charge

Rate

Each Connection or customer

\$42.00

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SCHEDULE NO. 2
METERED RATE SERVICE

Availability

This schedule is available in all Water Service Areas served by the Utility and at Utility's option and capability to maintain Department of Health standards of quantity and quality.

Applicable

Applicable to domestic residential customers served by the Utility on a metered basis.

Conditions

The charge for this service is not subject to cancellation or reduction for seasonal or temporary periods, unless seasonal rates apply per this tariff. This charge will be the monthly minimum bill for this class of service.

Monthly Charges

Each connection or customer.

Rate

Service Base Rate
(Zero allowance)

\$30.00

Usage

Rate/1000 Gallons
(or portion thereof)

0-7500 Gallons

\$1.50

Over 7500-11,999 Gallons

\$2.00

Over 11,999 Gallons

\$2.50

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SCHEDULE NO. 7
METER INSTALLATION CHARGE

Availability

This schedule is available in all Water Service Areas served by the Utility and at the Utility's option and capability to maintain Department of Health standards of quantity and quality.

Applicable

Applies to all customer requests where service is currently being rendered on a flat rate service basis.

Conditions

1. A charge will be made the first time a customer's service pipe, 3/4-inch or smaller, has a meter installed at the customer's request. The charge for a larger connection will be the cost of labor and materials. This charge includes the cost of a meter and its installation. After initial meter installation, meter will be maintained by the Utility without direct cost to the customer.
2. The Utility owns and maintains all materials involved in making a meter installation.
3. The meter installation charge must be paid before the installation and meter rate schedules are applied.
4. The 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 6)
5. Meter installation will be installed within 30 days from customer request, unless prior arrangements in writing are agreed upon by both the customer and the Utility.

Size of Meter Service

Meter Installation Charge

3/4 inch service

\$250.00

Larger than 3/4 inch service

Labor and Material Contract

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SCHEDULE 8
ANCILLARY CHARGES

Rule 5	Reconnection Charge	\$200.00
Rule 11	Late Payment Charge	2% minimum \$2.00
Rule 12	NSF Check Charge	\$25.00
	Redeposit Fee	\$5.00
Rule 14	Account Set-up Charge	\$35.00
Rule 14	Water Availability Letter Charge	\$40.00 per hookup
Rule 5 and 15	Disconnect Visit Charge	\$50.00
Rule 18	Test Result Copy Charge (Per result)	\$5.00

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