

BURTCHVILLE TOWNSHIP

4000 BURTCH ROAD • LAKEPORT, MI 48059
 PHONE (810) 385-5577 • FAX (810) 385-8551

FORWARDING SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

RETURN THIS PORTION WITH PAYMENT

CYCLE SECTION ROUTE NO.

ACCOUNT NO.

DUE DATE

AMOUNT
DUE ▶

AFTER

PAY THIS
LATE AMT.

PROPERTY ADDRESS

CYCLE SECTION ACCOUNT NO.

PREV. READ DATE CURRENT READ DATE USAGE DAYS

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

LAST PAYMT.
DATE

PREVIOUS
BALANCE

LAST PAYMT.
AMOUNT

PENALTY / INT.
BALANCE

DUE DATE

TOTAL
AMOUNT DUE ▶

AFTER

PAY THIS
LATE AMOUNT

MAIL TO:



FIRST-CLASS
U.S. POSTAGE
PAID
PORT HURON, MI
PERMIT NO. 54

MAIL ALL PAYMENTS TO:

BURTCHVILLE TOWNSHIP

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BILL PAY: Bills can also be paid online at www.burtchville.org

OFFICE HOURS: Monday - Thursday 8:00 a.m. to 4:00 p.m.
 BILLING DEPARTMENT: (810) 385-5577
 WATER SERVICE - 24 hrs.: (810) 385-8555

NOTICE TO ALL CUSTOMERS

If you have a protest or dispute over the amount of the bill or have any questions regarding water services, please call the billing office at 385-5577 before the due date of the bill in question. If the response by the billing office does not satisfy you, you have the right to a hearing before the Township Supervisor at a mutually agreeable time. A hearing must be requested within one week after the due date.

PAYMENTS & PENALTY CHARGES

Payments must be **RECEIVED** at the Township Hall by the due date to avoid penalty. Please allow sufficient time when mailing payments. Payments made after the due date are subject to penalty, as provided by ordinance. Utility services may be subject to additional service charges and/or termination if unpaid past due date. Nonreceipt of a bill does not waive late charge.

OTHER CHARGES MAY INCLUDE: (1) Frozen meter charge, (2) Turn on/off charges or (3) "Notice of shutoff" charge.

CODE EXPLANATIONS

WA - Water	PB - Previous Balance
PE - Penalty	RS - Ready to Serve
MI - Miscellaneous	

Conversion Formula: 1.00 cu.ft. = 7.48 gallons

--- KEEP THIS PORTION FOR YOUR RECORDS ---

MAKE CHECKS PAYABLE TO: BURTCHVILLE TOWNSHIP

METERING DEVICES

The water meter is a perpetual invoice - you can read it any time to determine your consumption. A meter registers the water that flows through it whether used or wasted. When a meter is worn or defective, it either underregisters or allows water to pass through it without registering the flow at all. If you receive a high bill, first investigate for leaky plumbing (especially toilets) or consider whether or not the water has been allowed to run for any length of time. All water flowing through the meter will be charged to you regardless of how it was used. It pays to repair all leaky fixtures at once.

Outside reading devices - These devices are wired to record the reading from the inside meter by electrical impulse. In the case of a discrepancy between the two, the reading from the inside meter will prevail.

Rate schedule on file at the Township Hall - Available upon request.

Charges for utility services are a lien against the property served.

NONRECEIPT OF A BILL DOES NOT WAIVE LATE CHARGE

--- RETURN THIS STUB WITH PAYMENT ---