

BEFORE THE NORTH CAROLINA UTILITIES COMMISSION
NOTIFICATION OF REVISED ADMINISTRATIVE FEE FOR SINGLE-FAMILY DWELLINGS CHARGING
FOR WATER AND/OR SEWER SERVICE PURSUANT TO G.S. 62-110(G)

APPLICANT

1. Name of Owner: _____
2. Business Mailing Address of Owner: _____
3. City and State: _____ Zip Code: _____
4. Business Telephone: _____ Business Fax: _____
5. Business Email: _____
6. Person to Contact Concerning this Notification (Name, Telephone, and Email):

CONTACT INFORMATION

- | | <u>NAME</u> | <u>ADDRESS</u> | <u>TELEPHONE</u> |
|---|-------------|----------------|------------------|
| 7. Management Company: | _____ | _____ | _____ |
| 8. Complaints or Billing: | _____ | _____ | _____ |
| 9. Emergency Services: | _____ | _____ | _____ |
| 10. Filing/Payment of
Regulatory Fees to NCUC: | _____ | _____ | _____ |

PROPOSED AND PRESENT ADMINISTRATIVE FEE

- | | <u>Proposed Fee</u> | <u>Present Fee</u> |
|---------------------------------|---------------------|--------------------|
| 11. Monthly Administrative Fee: | _____ | _____ |

(NCUC Rule R18-6(a) specifies that no more than \$3.75 may be added to the cost of purchased water and sewer service as an administrative fee to compensate the lessor (provider) of single-family residences for billing and collection expenses.)

12. Present administrative fee established: Docket No. WRN-____ Sub _____

PROPOSED BILLING INFORMATION

13. Bills past due _____ days after billing date.
(NCUC Rule R18-7(d) specifies that bills shall not be past due less than 25 days after billing dates.)
14. Billing cycle: Monthly? _____ (NCUC Rule R18-7(c) specifies that bills shall be rendered at least monthly.)
15. _____ YES (Indicate agreement by inserting a checkmark ✓). The consumption rate(s) and base fee(s) charged by the lessor (provider) shall not exceed the unit consumption rate(s) and base fee(s) charged by the supplier of the service. That is, the lessor (provider) may pass through the consumption rate(s) on metered service and the base fee(s) charged by the supplier to the provider's lessees. The lessor may also charge a monthly administrative fee not to exceed the maximum administrative fee authorized by the Commission, as indicated in Item 11 above.

16. Listing of All Properties in North Carolina for which the Proposed Administrative Fee Applies:

UTILITY SERVICE AREAS

<u>Physical Address</u>	<u>City</u>	<u>County</u>	<u>Type of Service</u> (Water and/or Sewer)	<u>Supplier(s)</u>
Property No. 1				
Property No. 2				
Property No. 3				
Property No. 4				
Property No. 5				
Property No. 6				
Property No. 7				
Property No. 8				
Property No. 9				
Property No. 10				
Property No. 11				
Property No. 12				
Property No. 13				
Property No. 14				
Property No. 15				
Property No. 16				
Property No. 17				
Property No. 18				
Property No. 19				
Property No. 20				

16. Listing of All Properties in North Carolina for which the Proposed Administrative Fee Applies – Continued:

UTILITY SERVICE AREAS

<u>Physical Address</u>	<u>City</u>	<u>County</u>	<u>Type of Service</u> (Water and/or Sewer)	<u>Supplier(s)</u>
Property No. 21				
Property No. 22				
Property No. 23				
Property No. 24				
Property No. 25				
Property No. 26				
Property No. 27				
Property No. 28				
Property No. 29				
Property No. 30				
Property No. 31				
Property No. 32				
Property No. 33				
Property No. 34				
Property No. 35				
Property No. 36				
Property No. 37				
Property No. 38				
Property No. 39				
Property No. 40				

(Attach supplemental sheets, if needed.)

REQUIRED EXHIBITS AND INSTRUCTIONS

- (1) Provide a current copy of the final executed agreements or contracts, if any, that the Applicant has entered into covering the provision of the billing and collection services to support the administrative fee requested. (The agreements/contracts should be signed by both the owner and the billing and collection company).
- (2) If additional space is needed, supplementary sheets may be attached. If any section does not apply, write "not applicable".
- (3) Line 1 - The entity's name listed on Line 1 should be the name of the current owner as certified by the Commission. Do not list the name of the billing and collection company or the management company.
- (4) Line 2 - The business mailing address listed on Line 2 should be the mailing address for the current owner as certified by the Commission. Do not list the mailing address for the billing and collecting company or the management company.
- (5) Line 12 – The docket number, which begins with "WRN-", as listed on the current schedule of administrative fee for the single-family dwellings in North Carolina, should be included on this line.
- (6) The notification should be signed by the owner of the properties, not the billing and collection company.
- (7) Pursuant to NCUC Rule R18-6(b), the owner of single-family dwellings may increase its administrative fee by filing this notification of revised fee with the Commission. The fee proposed on this notification will become effective on fourteen (14) days' notice after the date the notification was filed with the Commission, unless the rates are suspended or disapproved by Commission Order issued within 14 days of the filing of this notification.
- (8) Electronic filing is available at www.ncuc.net for application submittal or mail one (1) original application with required exhibits and original **notarized signature**, plus three (3) additional collated copies to:

USPS Address:

Chief Clerk's Office
North Carolina Utilities Commission
4325 Mail Service Center
Raleigh, North Carolina 27699-4300

OR

Overnight Delivery at Street Address:

Chief Clerk's Office
North Carolina Utilities Commission
430 North Salisbury Street
Raleigh, North Carolina 27603-5918

- (9) Provide a self-addressed stamped envelope, plus an additional copy of the application, if a file-stamped copy is requested by the Applicant.
- (10) **Questions** - For any questions concerning this notification, please contact:

The Public Staff – North Carolina Utilities Commission, Water Division at 919-733-5610.

SIGNATURE

Application shall be signed and verified by the Applicant.

Signature

Typed or Printed Name

Date

(Typed or Printed Name) _____

Personally appearing before me and, being first duly sworn, says that the information contained in this application and in the exhibits attached hereto are true to the best of his/her knowledge and belief.

Subscribed and sworn before me this the _____ day of _____, 20_____.

Signature of Notary Public

Name of Notary Public – Typed or Printed

My Commission Expires: _____