

## **POLICIES - PRUITT SAND FLAT WATER SUPPLY**

1. The office does not accept payments in cash.
2. All payments must be either by personal check , bank check through online bill pay, or money order.
3. Please write your account # on your check or money order.
4. Return the pay stub from the bill with your check or money order.
5. All payments must be mailed to the address below:

Pruitt Sand Flat Water Supply  
P. O. Box 310  
Grand Saline, TX 75140
6. All payments must be paid IN FULL. No partial payments will be accepted.
7. The rule of disconnections is as follows:
  - a) A meter with a two (2) months balance will be disconnected.
  - b) In order for the meter to be reconnected, payment must be made in full along with a \$100 reconnect fee.
  - c) If an operator comes to disconnect and a payment is made on-site, a \$100.00 fee will be assessed and must be paid as well.
  - d) DO NOT leave money in the meter box.
  - e) A \$39 fee will be assessed for any checks returned from the bank as insufficient.