**Village of Waynesville**

Water Application

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Physical Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of occupants\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rent\_\_\_\_\_ Own\_\_\_\_\_\_\_

Date of occupancy\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If renting, please provide the name and phone number of landlord:

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For use by Village staff only:

Date water deposit paid\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check/Cash\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hello New Village Resident!

Welcome to Waynesville! We hope you will grow to love our friendly little village as much as we do! We are happy you’re here!

Enclosed please find a copy of the water application, a copy of the Village Water Ordinance, and a list of phone numbers you might need.

The Village of Waynesville requires a $200 deposit on all new water accounts (see ordinance). You will need to pay by either cash or check via mail or at the Village Hall, and you can include your completed application with your payment. Your deposit will be returned to you after 24 months of paying your water bill on time, or in the event of your move, minus any outstanding balance you may have. If you decide to sell or rent your property, you must notify the Village so that the meter can be read one final time.

The Water Ordinance will tell you all you need to know about when bills are due, late fees, and shut-off notices. If you any questions at all, please feel free to contact Village Hall at 217-949-3264.

Sincerely,

Waynesville Water Department

**DeWitt County Sherriff – 217-935-3196**

**DeWitt County Health Department – 217-935-3427**

**Waynesville Village Hall – 217-949-3264**

**Waynesville Christian Church – 217-949-4661**

**Waynesville Methodist Church – 217-949-2891**

**Waynesville Township Library – 217-949-5111**

**Waynesville Post Office – 217-949-4141**