

ATTENTION

EFFECTIVE APRIL 1, 2015

City of Opelousas

ADMINISTRATIVE POLICY

Number 15-1

Effective April 1, 2015

Subject: Delinquent Water

Accounts

Approval:

Reginald Tatum

Page 1 of 1

1. Summary:

Establish a guideline for customer(s) with delinquent water account(s)

- 1.1 Any customer whose account does not reflect a zero balance within the past 90 days will not be able to request an extension on an already delinquent account.
- 1.2 Any customer that defaults on a signed arrangement will not be able to make another within six (6) consecutive months.
- 1.3 A look up fee of \$1.00 will be applied for customers who come to pay without a bill.
- 1.4 Check writing privileges will be suspended permanently for any customer that has had two (2) NSF charges (only cash, money order or cashier's check will be taken).

2. Exceptions: None.