



CLARKSBURG WATER BOARD

A Municipal Corporation Serving Clarksburg Since 1887

GENERAL MANAGER
RICHARD D. WELCH

MEMBERS OF THE BOARD
PAUL J. HOWE III, PRESIDENT
ALBERT N COX II
JONATHAN W. CALVERT

Effective for all utility bills issued on or after January 1, 2017, a change in the delinquent procedures will be implemented.

The following schedule will be placed in effect:

Bill due date

Will occur 21 days from the date the bill was issued.
This is normally 20 days. Allowance for 1 additional day given to accommodate requirement for possible delay in mailing.

Penalties

A 10% penalty will be applied to the unpaid balance of the current bill on the first working day following the bill due date.

Discontinuation of Service

On the day that penalties are applied, a termination of service notice will be issued. From the date that the notice is issued, you will have 10 days to either pay the delinquent balance or enter into a payment agreement with us.

Before the shutoff date shown on the termination of service notice, 2 automated calls will take place reminding you to contact our office. The last call will take place 36 hours before the shutoff date.

If you do not have a valid phone number on file with us, a printed notice will be generated and placed on your door by our service personnel 36 hours before the shutoff date.

If you have any questions, please contact our office at your earliest convenience.

Clarksburg Water Board
Billing and Customer Service Departments