

**Public Water Supply District #3 of Johnson County  
Policy and Procedures**

**Policy / Procedure number:** 2006-007

**Subject:** Termination of Water Service (**Rentals**)

**Approval Date:** December 12<sup>th</sup>, 2006

**Revision Date:** None

**POLICY:** Landlords that do not have service between tenants will have the account flagged off/vacant and no billing will be incurred.

Landlords that have water service between tenants will be billed for service at current published rates.

**PROCEDURE:** Requests by tenants to have water service discontinued permanently will be honored. Service will be terminated and the account will be closed for the tenant.

Option 1: If water service is maintained by the landlord, the account will revert to the landlord or property manager and billing will continue at the current published rates.

Option 2: If water service is not maintained by the landlord, then the meter will be turned off and no further billing will be incurred.

The landlord must prearrange which method is to be followed as their tenants come and go.

**FINAL APPROVAL  
BOARD OF DIRECTORS**

By: Jerry Schell  
President

Date: 12/12/2006

By: Alan Gu  
Director

Date: 12-12-06

By: [Signature]  
Director

Date: 12/12/06

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Vice President

Date: 12/12/06

By: [Signature]  
Director

Date: 12/12/06