

**TOWN OF RICHLANDS**  
**200 WASHINGTON SQUARE**  
**RICHLANDS, VA 24641**  
**PHONE (276) 964-2566 · FAX (276) 963-2889**

**SEWER TAP REQUEST**

**Property owner** \_\_\_\_\_ **Phone** \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing address \_\_\_\_\_

Existing customer: \_\_\_\_\_ New customer: \_\_\_\_\_ Account number: \_\_\_\_\_

I hereby request sewer service from the Town of Richlands for the following property:

Inside \_\_\_\_\_, outside \_\_\_\_\_ the corporate limits of the Town of Richlands

Tax map number: \_\_\_\_\_

Address or location: \_\_\_\_\_

Property Description: \_\_\_\_\_

Existing structure \_\_\_\_\_ New structure \_\_\_\_\_

Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Other \_\_\_\_\_

Use description \_\_\_\_\_

**WATER SOURCE**

Existing \_\_\_\_\_, new \_\_\_\_\_ water service from the Town of Richlands. Other \_\_\_\_\_ Describe \_\_\_\_\_

\_\_\_\_\_

**USE**

Existing: \_\_\_\_\_ New: \_\_\_\_\_ Use description: \_\_\_\_\_

\_\_\_\_\_

Tap size requested: \_\_\_\_\_

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**TAP FEE**

\$300.00 per tap – standard Tap size – 4” (Larger size taps are tap fee plus cost for installation)

## Rate Schedule

The Town sewer rates are based on and equal to the water rates

The Town's water user rates are as follows:

In Town	Out of Town
The first 2,000 gallons or any portion \$13.50 (minimum)	The first 2,000 gallons or any portion \$18.00 (minimum)
The next 50,000 gallons @ \$4.00 per 1,000 gallons	The next 50,000 gallons @ \$5.50 per 1,000 gallons
The next 50,000 gallons @ \$3.75 per 1,000 gallons	The next 50,000 gallons @ \$5.25 per 1,000 gallons

## REQUIREMENTS

A separate sewer tap is required for each residence or use.

The User shall install and maintain at its own expense a sewer service line, which shall begin at the town system and extend to the dwelling or place of use. The service line shall connect with the collection system of the Town at the closest location, as determined by the Town and shall meet all requirements of the Town of Richlands and the Virginia Uniform Statewide Building Code.

The User agrees to comply with and be bound by the Rules and Regulations of the Town now in force, or as hereafter duly and legally supplemented, amended, or changed. The User also agrees to pay for sewer service at such rates, time, and place as shall be determined by the Town, and agrees to the imposition of such penalties for noncompliance as are now set out in the Town's Rules and Regulations, or which may be hereafter adopted and imposed by the Town.

The Town shall have final authority in any question of location of any service line connection to its sanitary system and may shut off service to a User who allows a connection or extension to be made of its service line for the purpose of supplying service to another User. The User agrees that no other present or future use will be connected to any sewer lines served by the Town's sanitary system. The user shall connect its service lines to the Town's system and shall commence to use sewer service from the system on the date the service is made available to the User by the Town.

The user understands it is illegal to tamper with the town installation and any damages to the town installation by the customer or his agent shall be the responsibility of the customer.

The failure of a customer to pay sewer charges duly imposed shall result in the automatic imposition of the following penalties as directed in the Town's rules and regulations. Failure to pay will result in disconnect of service and require payment in full before service can be reconnected.

1. Nonpayment within 15 days from the due date will be subject to a penalty of 10 percent (%) of the delinquent account.
2. Nonpayment within 20 days from the due date will result in the service being disconnected from the User's property.
3. In the event it becomes necessary for the Town to disconnect from a User's property, a service fee will be charged for a reconnection of the service.

## SITE DIAGRAM REQUIRED WITH APPLICATION

I have read and am willing to abide by the rules and regulations as set forth or amended.

Applicant: \_\_\_\_\_

Applicant: \_\_\_\_\_

Date: \_\_\_\_\_