

BEFORE THE NORTH CAROLINA UTILITIES COMMISSION

NOTIFICATION OF REVISED RATES AND FEES FOR APARTMENT COMPLEXES AND MANUFACTURED HOME
PARKS CHARGING FOR WATER AND/OR SEWER SERVICE PURSUANT TO G.S. 62-110(G)

COMPANY

1. Name of current certified owner _____
2. Business mailing address of owner _____
City and state _____ Zip Code _____
3. Business telephone number _____ Business fax number _____
4. Business email address _____
5. Name, telephone number, and fax number for person to contact concerning this notification:

UTILITY SERVICE AREA

6. Name of Apartment Complex or Manufactured Home Park _____
7. Docket number on current schedule of rates _____
8. County _____

PROPOSED AND PRESENT RATES

- | | <u>Proposed Rates</u> | <u>Present Rates</u> |
|--|-----------------------|----------------------|
| 9. Water usage rate (not to exceed supplier's unit consumption rate): | _____ | _____ |
| 10. Sewer usage rate (not to exceed supplier's unit consumption rate): | _____ | _____ |
| 11. Are the usage rates listed above per ccf or per 1,000 gallons? | _____ | _____ |
| 12. Monthly administrative fee:
(NOTE: NCUC Rule R18-6(a) specifies that no more than \$3.75 may be added to the cost of purchased water and sewer service as an administrative fee to compensate the provider for meter reading, billing, and collection. An additional administration fee amount may be requested to compensate the provider for administrative fees imposed by the supplier) | _____ | _____ |
| 13. Bills past due _____ days after billing date (NCUC Rule R18-7(d) specifies that bills shall not be past due less than twenty-five (25) days after billing date). | | |
| 14. Bills Due: On billing date. | | |
| 15. Billing Frequency: Shall be monthly for service in arrears. | | |
| 16. Effective date of the supplier's rate increase _____ | | |

REQUIRED EXHIBITS

17. Enclose a copy of the supplier's schedule of new rates that will be charged to the provider for purchased water.
18. Enclose a copy of the supplier's schedule of new rates that will be charged to the provider for purchased sewage treatment.
19. If the company is requesting an increase in the administrative fee, see instructions on the reverse.

INSTRUCTIONS

20. Pursuant to NCUC Rule R18-6(b), an apartment complex or manufactured home park may increase its rates by filing this notification of revised rates and fees with the Commission. The rates proposed on this notification will become effective on the latter of: (1) the effective date of the increase in rates by your supplier of water and purchased sewage treatment, or (2) fourteen (14) days after the date the notification was filed with the Commission, unless the rates are suspended or disapproved by Commission Order issued within 14 days of the filing of this notification.

INSTRUCTIONS (continued)

21. A separate notification should be filed for each apartment complex or manufactured home park.
22. **Line 1** - The Company's name listed on Line 1 should be the name of the current owner as certified by the Commission. Do **not** list the name of the billing and collection company or the management company. Under General Statute 62-111, any transfer of the authority to charge rates requires prior approval by the Commission. If the system has been transferred without prior Commission approval, the new owner should immediately file a transfer application with the Commission. Until a transfer application is filed and approved, the new owner has no authority to charge rates. The transfer application form may be obtained by calling the Public Staff – Water Division at (919) 733-5610 or from the Commission's website at www.ncuc.net by accessing Applications (Water/Wastewater Resale Applications).
23. **Line 2** – The business mailing address listed on Line 2 should be the mailing address for the current owner as certified by the Commission. Do **not** list the mailing address for the billing and collecting company or the management company.
24. **Line 6** – The name of the apartment complex or manufactured home park listed on Line 6 should be the name as certified by the Commission. If the name of the apartment complex or manufactured home park has been changed since the authority was granted by the Commission, list both the original name and the current name. For example, Happy Hollow (formerly High Ridge).
25. **Line 7** – The docket number, which begins with "WR-", as listed on the current schedule of rates for the apartment complex or manufactured home park, should be included on this line.
26. **Line 19** - Enclose a copy of the current agreements or contracts covering the provision of billing and collection and meter reading services or other documentation supporting the requested increase in the administrative fee. Enclose an exhibit listing the master meters serving the apartment complex or mobile home park, indicating for each master meter the size of the meter. Apartment complexes should also indicate the number of apartment buildings served by the meter, and the number of apartments in each apartment building.
27. **Line 20** – The notification should be signed by the owner or management company, not the billing and collecting company.
28. **MAIL TO** – Submit one (1) original application with **original notarized signature** and required exhibits to: [USPS address] **Chief Clerk's Office, North Carolina Utilities Commission, 4325 Mail Service Center, Raleigh, North Carolina 27699-4325**, or [overnight delivery at street address] **Chief Clerk's Office, North Carolina Utilities Commission, 430 North Salisbury Street, Raleigh, North Carolina 27603**. Provide a self-addressed stamped envelope, plus additional copies, if a file-stamped copy is requested by the Applicant.
29. **QUESTIONS** – For any questions concerning this notification form, please contact the **Public Staff – Water Division at (919) 733-5610**.

SIGNATURE

30. Application shall be signed and verified by the Applicant.

Signature _____

Date _____

31. (Typed or Printed Name) _____
personally appearing before me and, being first duly sworn, says that the information contained in this application and in the exhibits attached hereto are true to the best of his/her knowledge and belief.

This the _____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

Date