



**LAKE STEVENS
SEWER DISTRICT**
Serving You Since 1957

1106 VERNON RD SUITE A
LAKE STEVENS WA 98258-9432
(425) 334-8588

MONTHLY STATEMENT OF SEWER CHARGES

SERVICE ADDRESS	ACCOUNT NUMBER	BILLING MONTH	PAST DUE AFTER

THIS BILL IS DUE AND PAYABLE AND WILL BE DELINQUENT AFTER THE DUE DATE

MESSAGE

▲ Separate Here ▲

MAKE CHECKS PAYABLE TO:
LAKE STEVENS SEWER DISTRICT

RETURN THIS STUB WITH YOUR PAYMENT IN ENVELOPE PROVIDED.
WRITE ACCOUNT NUMBER ON CHECK.

SERVICE ADDRESS	
ACCOUNT NUMBER	BILLING MONTH
PAST DUE AFTER	PAY THIS AMOUNT
AMOUNT PAID \$	

BUSINESS HOURS

9:00 AM to 5:00 PM Monday

8:30 AM to 5:00 PM Tuesday through Friday

Our office is closed for most Federal Holidays.

OFFICE PHONE NUMBER

(425) 334-8588

BILLING

Lake Stevens Sewer District bills residential and commercial customers on a monthly basis. The property owner is legally responsible for all charges on this bill. IF OWNERSHP CHANGES, THE BUYER AND SELLER MUST ARRANGE FOR PAYMENT OF THE PREVIOUS CHARGES AS ALL UTILITY CHARGES REMAIN AGAINST THE PROPERTY REGARDLESS OF CHANGE IN OWNERSHIP.

PROPERTY SENIOR LIEN FOR NON PAYMENT

A notice of intention to file a lien will be sent to the property owner/agent of record when the delinquent charges are over 60 days past due. If payment in full is not received within 20 days from the date of the notice, the serviced property will be liened for the balance due in accordance with state laws and District resolutions. The applicable interest and late charges will be assessed on the delinquent charges until paid. All liens filed with the Snohomish County Auditor are a matter of public record.

FORECLOSURE

Continued failure to make payments on all delinquent charges will prompt The District to initiate action for foreclosure on your property. This action will add considerable attorney's fees for the processing of your account.

PAYMENT DUE DATE

Monthly sewer charges are applied on the FIRST business day of each month and are PAST DUE after the 25th of each month for that month. Any unpaid charges remaining after this date are considered delinquent. All delinquent charges will be assessed a ten percent (10%) late penalty and an eight percent (8%) per annum interest.

WHEN PAYING BY MAIL

Please pay by check or money order, payable to LAKE STEVENS SEWER DISTRICT. Be sure to tear off the bottom portion of the bill at the perforation and enclose with the payment. It is also helpful to write the account number on the check or money order. These actions are to insure proper credit of the account.

WHEN PAYING IN PERSON

Payments can be made at the Lake Stevens Sewer District office located at 1106 Vernon Road, Suite A, Lake Stevens. We accept Cash, Check, Money Order, Credit Card or Debit Card for utility payments. Please present the return portion of your bill or place your account number on your check or money order.

WHEN PAYING AFTER HOURS

PLEASE DO NOT SLIDE PAYMENTS UNDER OUR OFFICE DOOR. For your convenience, our night depository box is located just outside the front doors of our building. We have 2 other depository locations; one is inside the Frontier Village Bartell's, located in the back of the store at the Post Office counter. The other is located in Downtown Lake Stevens in the parking lot of the Library. Please enclose the return portion of your bill or place your account number on your check or money order. DO NOT PLACE CASH IN ANY OF THE DEPOSITORY BOXES. THE LAKE STEVENS SEWER DISTRICT IS NOT RESPONSIBLE FOR ANY CASH PAYMENTS PLACED IN ANY OF THE DEPOSITORY BOXES.

AUTOMATIC PAYMENT

For information regarding payment of your account by automatic withdrawal from your checking or savings account, please contact our office at (425) 334-8588 or go to our website www.lkstevenssewer.org and print out the application, fill it out and return it to our office. All applications received by the 18th of the month can be started for that month. Applications received after the 18th will commence on the following month.

PAYMENT APPLICATION

All payments will be applied to your account in the following order: Oldest balance first.

DISHONORED CHECK FEE

All utility accounts will be charged a fee for any returned checks used to make utility payments. All dishonored checks must be replaced by a cash payment. You may then request your dishonored check be returned.