

TOWN OF COVENTRY, RHODE ISLAND
IMPORTANT*PLEASE READ***INSTRUCTIONS & INFORMATION**

Sewer use charges are a current year estimated bill based on 80% of the prior year's water consumption x Rate. If you tied in this year, your use bill will be calculated from the date you tied into the sewer line. Current Sewer use fees can be paid in four equal installments unless the total is under \$100, which must be paid in full by October 31st.

The charges, listed on this bill, are for general treatment facility operations, the Coventry/West Warwick Sewer Line and Capital replacement. The three main fees are broken down between Coventry & West Warwick (billed by Coventry) and are listed below:

- 1. Cov-Sewer Use or Cov-SwrUse (WM Section)**
- 2. West Warwick Fee or WW Fee (WM Section)**
- 3. Sewer Use billing adj/West Warwick billing adj (If applicable) - charges for prior year unbilled usage. This fee is based on 80% of the water consumption for the period not billed x the applicable Rate and is a one-time Adjustment Line item.**

If there is no accurate Water Consumption available, Coventry Sewer Use will be based on DEM Standards/Ordinance passed by Council. West Warwick Sewer Use will be based on West Warwick Minimum billing consumption. **West Warwick has imposed a minimum billing for all connected properties even if the property is vacant.** For those vacant properties, the owner will only see the West Warwick Fee. Coventry has not yet imposed this minimum billing practice.

If you have sold the property or if the property listed is not yours, please notify the Tax Collector's office immediately. If you have additional water meters for which a Sewer Use bill should be issued but has not been, it is YOUR responsibility to inform the Tax Collector's office as well. Interest and penalties may apply once the meter is discovered. Tel. #822-9167

****If you wish to appeal this bill,** you must do so in the tax year billed, by December 15th. Payments should still be made according to due dates. **

Due Dates:

Current bill 1st quarter total plus any prior balances owed are due and payable by OCTOBER 15th. There is a grace period until OCTOBER 31st. The 2nd quarter is due on or before JANUARY 15th; the 3rd quarter is due on or before APRIL 15th; the final quarter is due on or before JULY 15th.

Payments must be received in the Tax Collector's Office on or before the due date. Late payments shall be charged a penalty of 18 % per annum or 1.5% per month, reverting back to November 1st or the last date on which interest was paid, on the unpaid Annual Installment balance.

How to make Payments:

MAKE CHECK PAYABLE TO: Coventry Tax Collector-Sewer

BY MAIL OR PLACE IN DROP BOX: Detach the appropriate numbered stub and enclose with check OR reference: Sewer Use- Acct # & Location on check.

IN PERSON AT THE TAX COLLECTOR'S OFFICE: Bring in this entire bill when making a full or quarterly payment.

**ANY CHECK RETURNED FOR INSUFFICIENT FUNDS
WILL RECEIVE A \$30.00 SERVICE CHARGE.**

Payment can also be made in person or via the internet WITH A CREDIT CARD @ coventryri.org. Go to Tax Collector under Departments. There is a 3% fee (minimum fee \$2.00) which will be added to the payment. The Town of Coventry receives no portion of service fees charged by the credit card company. You will be informed of the amount prior to acceptance.