

Moore County Public Works Department
5227 Highway 15/501
P.O. Box 1927
Carthage, NC 28327
(910) 947-6315
Fax (910) 947-1992
Email: customerservice@moorecountync.gov

Welcome to Moore County Public Works!

Please complete the attached application for water and/or sewer service and return to the above email or mailing address at your earliest convenience. Please allow 24 hours to process application once all documents and deposit received.

Items needed to process application:

- Government issued ID required for all individuals listed on account
- \$100 deposit
- Instructions to pay deposit by phone or online:
Call 1-855-598-5601 or visit www.paybill.com/moorecountyutilities
Chose option # 2 for deposit payment
When prompted for account number, enter the phone number you provided to us.
Upon payment completion, you will be given a confirmation number. Please notify us of this confirmation number at the time of payment.

Paying your Utility Bill:

Payment is due 21 days after the bill date. Accounts that remain delinquent for more than 10 days are subject to disconnect without notice.

Forms of payment accepted:

- Cash, check, money order and debit cards are accepted in our office
- If you would like to pay by phone using credit card, debit card or electronic check, visit www.paybill.com/moorecountyutilities or call 1-855-598-5601. There is a processing fee of \$2.50 per transaction.
- We offer automatic bank draft as a free service. If you would like to be set up on automatic bank draft, complete the bank draft authorization on page three and return with a voided check. Once your account has been set up on draft, the remit coupon of your bill will include your draft date.

Thank you,

Moore County Public Works

Please retain this page for your records.

Application for Water & Sewer Service (Existing Location)
Moore County Department of Public Works – Utilities Division
East Moore Water District
5227 Highway 15/501 P. O. Box 1927, Carthage, NC 28327
(910) 947-6315

Name: _____ Date service to begin: _____

Additional name(s) to be added to account: _____

Service Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone #: (____) _____ (____) _____ Email: _____

Are you a current/prior Moore County Public Utilities or East Moore Water District Customer?

Yes No If so, please list additional service address(es): _____

Are you interested in automatic draft from your checking account?

Yes No If yes, please include a voided check with this application.

Provide initials below:

_____ There will be a \$25.00 service charge on my first month's bill.

_____ I have included my \$100 deposit. *New service will not begin until the deposit is received.*

_____ Government issued ID is required for all individuals listed on the account.

_____ I understand that it is my responsibility to read the Water Ordinance that governs my service.

Account Holder Signature

Date

Please return this page in order to begin service.

Office Use Only:

Meter # (Domestic): _____ Meter # (Irrigation): _____

Reading(s) Domestic: _____ Irrigation: _____

Water Code: _____ Sewer Code: _____ Irrigation Code: _____

Date Received: _____ By: _____ Cycle: _____

New Account #: _____ Current Account #: _____

Bank Draft Authorization Form

I hereby authorize Moore County Public Utilities to automatically debit my checking account indicated below at the bank indicated below for payment of water and/or sewer service for Moore County Public Utilities.

Utilities Account Number: _____

Customer Name: _____

Telephone: _____

Customer's Bank Name & Location: _____

Bank Draft Routing Number: _____

Bank Draft Checking Account Number: _____

I hereby agree that thirty (30) days written notification will be given to Moore County Public Utilities prior to discontinuance of my bank draft and that any returned payments are subject to the returned payment fee.

Signature: _____

Date: _____

A voided check from your bank account must be returned with this form. Both can be returned to the address indicated below or emailed to customerservice@moorecountync.gov.

**Moore County Public Utilities
P. O. Box 1927
Carthage, NC 28327**