

General Information that you will need to know when moving into the corporate limits of Shepherdstown.

**Water/Sewer/Garbage Billing Information:**

Prior to establishment of service you must make application along with deposit fee which is required. Deposit fee varies according to physical location.

Bills are rendered monthly

Minimum charge for water is \$33.33 for minimum usage of 2300 Gallons.

Minimum charge for sewer is \$32.80 for minimum usage of 2600 Gallons.

The sewer charge is based on the amount of water used.

Garbage is billed monthly along with your water and/or sewer bill. The amount billed for garbage service depends on the type of service you have, for example Residential is \$15.89 monthly, Light Commercial / Office is \$15.89, Light Commercial \$31.78 and Heavy Commercial is \$158.80.

Garbage collection is Mondays and Fridays for residential customers and Mondays, Wednesday, and Fridays for heavy commercial customers. The Town provides garbage collection within the corporate limits of Shepherdstown ONLY. Recycling is collected on Wednesdays for residential. Heavy commercial customers with recycling totters receive collection on Tuesday. Should you have a question or concern about recycling please contact Town Hall at 876-2574.

Garbage should be set out by 7:00 a.m. in cans no larger than 20 gallons with tight fitting lids. All customers within the Town limits are required to pay for garbage service according to the Town Garbage Ordinance.

For a special pick-up (any trash other than ordinary household garbage) please call the above office. Special pick-ups are billed according to type and amount.

If you are disconnected for non-payment, you must pay a reconnection fee of \$25.00 for water and \$25.00 for sewer service before you will be reconnected. Please pay fees along with you past due bill at Town Hall.

**PLEASE NOTIFY THE ABOVE OFFICE AT 876-2574 IN ADVANCE OF YOUR INTENTIONS TO MOVE, SO THAT WHT WATER METER CAN BE READ AND TURNED OFF AS SOON AS YOU VACATE THEREBY ASSURING THAT YOU ARE NOT BILLED FOR FURTHER SERVICE IN WHICH YOU ARE NOT RESPONSIBLE.**

**IF YOU PAY AFTER THE DUE DATE, PLEASE PAY THE LATE PAYMENT AMOUNT REFLECTED ON YOUR BILL.**