

Suburban Water Systems  
1211 E. Center Court Dr.  
Covina, CA 91724-3603

Revised

Cal. P.U.C. Sheet No. 1119-W

Canceling Revised

Cal. P.U.C. Sheet No. 1030-W

Rule No. 9

RENDERING AND PAYMENT OF BILLS

A. Rendering of Bills

Bills for service will be rendered each customer on a monthly or bimonthly basis at the option of the Utility, unless otherwise provided in the rate schedules.

1. Metered Service

- a. Meters will be read at regular intervals for the preparations of periodic bills and as required for the preparation of opening bills, closing bills and special bills.
- b. The opening bill for metered service will not be less than the established monthly minimum or readiness to serve charge for the service. Any amount paid in excess of the prorated charges otherwise applicable to the opening period will be credited against the charge for the succeeding regular billing period, except that no such credit shall accrue if the total period of service is less than one month.
- c. It may not always be practicable to read meters at intervals which will result in billing periods of equal numbers of days.
  - (1) Should a monthly billing period contain less than 27 days or more than 33 days a pro rata correction in the amount of the bill will be made. (D)
  - (2) For billing periods other than monthly or bimonthly, adjustments will be made proportionate to that for a monthly billing period. (T)
- d. Bills for metered service will show at least the reading of the meter at the end of the period for which the bill is rendered, the meter constant, if any, the number and kinds of units, and date of the current meter reading.

(Continued)

(To be inserted by utility)

**Issued by**

(To be inserted by Cal. P.U.C.)

Advise Letter No. 248-W

Robert L. Kelly  
Name

Date Filed AUG 28 2006

Decision No. D.06-08-017

Vice President  
Title

Effective AUG 29 2006

Resolution No. \_\_\_\_\_

Rule No. 9  
(Continued)

RENDERING AND PAYMENT OF BILLS

- A. 1. e. Each meter on a customer's premises will be considered separately and the readings of two or more meters will not be combined except where combination of meter readings is specifically provided for in the applicable rate schedule, or where the Utility's operating convenience or necessity may require the use of more than one meter or a battery of meters. In the latter case, the monthly minimum or readiness to serve charge will be prorated from the monthly minimum or readiness to serve charges of the applicable rate schedule upon the basis of a meter size equivalent in diameter to the total combined discharge areas of such meters.
2. Flat Rate Service
- a. Bills for flat rate service are payable in advance.
- b. The opening bill for flat rate service will be the established monthly charge for the service. Any amount paid in excess of the prorated charges otherwise applicable to the opening period will be credited against the charge for the succeeding regular billing period, except that no such credit shall accrue if the total period of service is less than one month.
- c. For billing periods other than monthly, the charge for flat rate service will be computed by multiplying the monthly charge by the number of months in the billing period.
3. Proration of Bills
- a. The charges applicable to opening periods, closing bills and bills rendered for periods corresponding to less than 27 days or more than 33 days for monthly billing periods will be computed as follows:

(1) Metered Service

The amount of the minimum charge (and the quantity allowed therefor) or the readiness to serve charge and the quantity in

(Continued)

(To be inserted by utility)

Issued by

(To be inserted by Cal. P.U.C.)

Advice Letter No. 209-W

Daniel M. Conway

Date Filed OCT 17 1995

Name

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Decision No.

Vice President

Title

Resolution No.

Suburban Water Systems  
1325 N. Grand Ave., Ste. 100  
Covina, CA 91724-4044

Revised  
Canceling Revised

Cal. P.U.C. Sheet No. 1475-W  
Cal. P.U.C. Sheet No. 1120-W

Rule No. 9  
(Continued)

RENDERING AND PAYMENT OF BILLS

- A. 3. (1) Each of the several quantity rate blocks will be prorated on the basis of the ratio of the number of days in the period to the number of days in an average billing period. The measured quantity of usage will be applied to such prorated amounts and quantities.
- (2) Flat Rate Service  
The billing period charge will be prorated on the basis of the ratio of the number of days in the period to the number of days in an average billing period.
- (3) Average Billing Period  
The number of days in an average billing period is defined as 365 divided by the number of billing periods in a year. (It is 30.4 days for a monthly billing period.)

B. Payment of Bills

Bills for service are due and payable upon presentation and payment may be made at any commercial office of the Utility or to any representative of the Utility authorized to make collections. Collection of closing bills may be made at the time of presentation.

1. The Utility may charge \$18.00 for any bad check or electronic fund transfer not honored.
2. Credit Card Option Payment: (N)  
At the mutual option of the Residential Customer and Suburban Water Systems ("Suburban"), the Customer may elect credit card payment options:
  - a. Through a provided pay-by-phone service, or through the Suburban's credit card payment portal located at [www.swwc.com/paymybill](http://www.swwc.com/paymybill).
  - b. Each of these options will include on-demand payments. Recurring credit card payment enrollment is only available via the SWWC credit card payment web portal. If a customer enrolls in the recurring credit card payment program online, all further paper bills will be marked "DO NOT PAY".
  - c. Either party may discontinue credit card payment upon 30 days prescribed notice.
  - d. This program will either continue indefinitely, continue as modified by Suburban or Commission decision, or be terminated by Suburban or the Commission decision rendered at the conclusion of the pilot program. (N)

*(To be inserted by utility)*

**Issued by**

*(To be inserted by Cal. P.U.C.)*

Advise Letter No. 309-W  
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Robert L. Kelly  
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Vice President  
Title

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