



[DATE]

[mail merge customer address]

Re: Outside City Water Service Agreement

Dear Water User,

It has come to our attention that many rural water customers do not currently have a water use agreement on file with the City of Coalinga. As per Coalinga Municipal Code Section 6-4.12., a water service agreement is required by the City to provide water to rural customers.

Enclosed, you will find a water service agreement and contact update form. At your earliest convenience, please fill out these and return it to the City of Coalinga in person, by mail, or email. All mail should be directed to 155 W. Durian, Coalinga, CA 93210 to the attention of Larry Miller, Public Works and Utilities Coordinator. All email should be directed to lmiller@coalinga.com with the subject line of "Water Service Agreement" and the address of the property. The document is available online at <https://www.coalinga.com/ABC123> and is form fillable, so the document can be signed directly on a computer. However, scans of the document will also be accepted.

Please be aware that the City makes no representations regarding service or restricting water use beyond that of current water restrictions levied upon normal residential water users. However, please be aware that the enclosed agreement is for rural-residential water use. It is the intent of the agreement to provide water for domestic non-commercial use.

If you choose not to sign the agreement, the City is not required to provide rural residents water and the City will terminate all deliveries.

If you have questions or concerns, please contact Larry Miller by phone at 935-1533 x131 or by email at lmiller@coalinga.com.

Regards,

Larry Miller, Public Works and Utilities Coordinator