



Dear Mesa Coronado 1 Homeowner,

Arizona Consolidated Services, LLC and Arizona Submetering Solutions would like to introduce ourselves as your water utility billing company.

Your first bill for water usage and services will be November 16, 2017. Meters will be read monthly, and bills will be sent out within five days of the reading. You will be billed for your actual water usage, base fees and waste water, at the same rate that your HOA pays to the city. You will not be billed for “common water” i.e. water used for landscaping, pools, fountains, etc. In addition, there is a monthly charge for our service.

Water bills are considered timely if paid within 21 days of the billing date. Water disconnects are conducted for *non-payment* of water bills when 51 days past due. We offer a variety of payment methods. You can mail in your payment, pay online, come into our office or pay by phone. Please be aware that there are fees associated for online or credit/debit card payments.

All administration of the sub meter system will be administered by Arizona Sub Metering Solutions and all water related questions should be directed to us.

Our staff strives to provide the best service possible. Please feel free to contact us if you have any questions.

Customer Support: 602-595-2356 - Option #1
Office Hours: 9:00 a.m. – 5:00 p.m.

Please complete the included Homeowner Account Information form and return it to us no later than October 31st.

Thank you,

Mary Jane Henning
Billing Services

Homeowner/Tenant Account Information

Home Owner Information ***Required**

*Name: _____

***Offsite** Address: _____

*City/State/Zip Code: _____

Phone - *Primary: _____ Secondary: _____ Work: _____

*Email address: _____

Property Information

*Address: _____

*City/State/Zip Code: _____

Tenant Information

*Name: _____

Phone - *Primary: _____ Secondary: _____ Work: _____

Email address: _____

*Effective Date: _____

Email Preference

- My tenant would like to receive his bill via email
- You will automatically be emailed a copy of your tenant's bill.

Understanding and Consent

Initial each item

_____ *By choosing to have my tenant billed, I understand that this is a "Courtesy Billing", and that I am ultimately responsible for all unpaid balances. I also affirm that the tenant has been informed that they will be billed.*

_____ *If a new tenant moves in at any time other than a normal billing I will be charged a \$30.00 final read fee.*

_____ *My tenant will be charged a \$30.00 account set up fee. This will appear on their first bill. My tenant will also be charged a \$30.00 final billing fee when moving out.*

_____ *Any unpaid balances by the tenant will be transferred to my account after the due date. My account will be billed when the unit is vacant. A new tenant cannot be billed until ALL balances are paid in full.*

Signed _____ Date _____

Complete this form and return to:

By FAX: 602-595-9059

By email: info@azsubmeteringsolutions.com

or mail to:

Arizona Submetering Solutions, 8935 N 2nd Way, Phoenix, AZ 85020