

Invoice Due Dates effective 1/1/2020

This notice is to provide the due dates for the seven separate invoices you can expect to receive from King Water Company this year for payments due to either the Holmes Harbor Water Company or the Greenbank Beach & Boat Club:

<u>Due Date</u>	<u>Purpose of Payment</u>	<u>Check Made Payable To:</u>
Jan 31	4 th Quarter Water Use (Base: \$110)	HHWC
March 31	Annual Association Fee (\$125 <i>per lot</i>)	GBBC/HOA
April 30	1 st Quarter Water Use (Base: \$115)	HHWC
May 29	Annual GBBC Dues (\$100 <i>per owner</i>)	GBBC
July 31	2 nd Quarter Water Use (Base: \$115)	HHWC
Sept 30	Ann. Water Reserve Fund (\$100 <i>per lot</i>)	HHWC
Oct 30	3 rd Quarter Water Use (Base: \$115)	HHWC

Annual payment invoices are mailed out at the end of the month previous to the due date.

Quarterly water use invoices are mailed within a week of meter readings and payments are due by the end of the month the invoice is sent.

When writing a check, write your account number (found in the upper left corner of your invoice) in the "Memo" portion of your check. Note that your account number *suffix* varies with each type of invoice you receive.

Overdue Accounts:

- Payments received more than ten (10) days after the due date are charged a late fee of \$10 per month, per account, until account(s) is/are paid in full.
- Accounts that remain unpaid more than 30 days after the due date will receive a reminder notice.
- Another reminder will be sent 60 days past the due date.
- Accounts remaining unpaid 90 days after due date will receive a certified letter requesting the account holder to contact King Water Co. to arrange payment to avoid a lien or water shutoff.

