

**MACBEE
SPECIAL UTILITY DISTRICT**

**PO Box 780
Wills Point, Texas 75169-0780**

**903-873-2109
Fax: 903-873-2748**

Dear New Customer of MacBee SUD:

Once the installation of your meter and the installation of your plumbing has been completed, it is the responsibility of each new customer to inform the office at 903-873-2109 that your water service has been put into service. The law requires certain guidelines are to be followed to protect public health. These requirements are stated in both your “Service Application and Agreement” and on the “Service Agreement”. A licensed plumber will be familiar with the Southern Standard Plumbing Code which MacBee SUD has adopted for compliance with the TCEQ rules and regulations. MacBee SUD has Certified Customer Service Inspectors employed and will be in contact with you to schedule an appointment to conduct the required customer service inspection.

Water service will not be installed until ALL of the required documentation is signed and returned to MacBee SUD. It is imperative that the “Service Inspection Certification” be completed by a Certified Customer Service Inspector in a timely fashion and returned to MacBee in order to maintain your water service. It is the homeowner’s responsibility to contact the MacBee SUD office at 903-873-2109 and follow through with having the inspection completed. It is the inspector’s responsibility to do the inspection as required by law, complete and sign the “Service Inspection Certification” and return it to the MacBee SUD office.

MacBee SUD does reserve the right to discontinue a service if all of the required documentation has not been signed and returned in a timely manner. Your water service is considered a Temporary Service until ALL of the required documents are completed and in the customer’s file for audit by the State of Texas.

We look forward to serving you and please call if you have any questions or concerns.

**Management
MacBee Special Utility District**