



November 15, 2022

MODIFICATION OF UPCOMING BILLING

Jefferson Utilities, Inc. has been working with the Charles Town Utility Board office to transfer customer data and account balances for sewer services by November 30th. This transfer will enable Charles Town Utility Board to bill sewer customers for their services directly.

Starting **December 1st**, all open balances will need to be paid directly to the Charles Town Utility Board Office and their December billing statement will be mailed during the first week of December. This statement will incorporate new customer sewer account numbers which will be used to access their web portal to make future payments. Charles Town Utility Board's website is <https://www.ctubwv.com/> and additional contact information is below:

Office Location:

661 S George Street Suite 101
Charles Town, WV 25414
Monday-Friday
9AM to 5PM

Direct Contact:

Phone: (304) 725-2316

Any customer residing in the following subdivisions will be receiving, **starting December 2022**, (1) water bill from Jefferson Utilities, Inc. and (1) sewer bill from Charles Town Utility Board.

Aspen Green
Beallair
Breckenridge
Briar Run
Burr & Bardane Industrial Parks
Cambridge
Charles Town Road (individual locations)
Deerfield
Kratz MHP
Lakeland Place @ Fairfax Crossing
Marine MHP
Jefferson Orchard Property
Rogers MHP
Parkview MHP
President's Pointe
Shenandoah Springs
The Boulevard @ Potomac Towne Center
The Marketplace @ Potomac Towne Center
Walnut Grove
Woodland MHP

Customers will be receiving a phone notification on November 30th as a reminder of this transfer of billing and payment locations.

It has been our pleasure assisting you with your sewer inquiries and billing needs over the years. If you have any questions, please contact the Jefferson Utilities' office at 304-728-2077 or support@juwater.net.

Wishing everyone a happy and safe holiday season!

Sincerely,

~ Stephanie Reel, General Manager ~