

## Harris County FWSD 45

P.O. BOX 4728, DEPT 60045  
 HOUSTON, TX 77210-4728  
 P: (281) 579-4500

Dear New Resident of **Harris County FWSD 45**:

Welcome to **Harris County FWSD 45**. Below is a brief summary of policies, procedures, and rates. The policies, procedures, and rates are subject to change at any time.

To establish service in your name, the following items must be completed and submitted to Inframark's office:

- 1.) New Service Agreement for **Harris County FWSD 45**
- 2.) Proof of Ownership:
  - a. Renter = Signed Lease Agreement
  - b. Owner = Signed Property Closing Document
- 3.) Driver's License / State ID / Military ID / Passport
- 4.) The district requires a \$200.00 residential deposit, as well as an application fee of \$45.00 prior to service. Once service has started, if a request is made for service to be temporarily disconnected (for any reason), a reconnect fee of \$70.00 will be added to your bill.

**The deposit will be refunded when your account is closed and paid in full. If there is a credit balance on the account, a refund check will be issued, and processing time will take 6-8 weeks from the final bill date.**

If you are wanting same day service, all documents need to be submitted by 3:00PM CST. Inframark does not process Turn-On/Turn-Off requests Friday – Sunday or on specified holidays.

**\*\* Please Make all Payments Payable to Harris County FWSD 45\*\***

<b>RESIDENTIAL WATER RATES</b>	
\$34.65	FIRST 7,000 GAL
\$4.75/1000	THEREAFTER
<b>RESIDENTIAL SEWER</b>	
\$65.00/MONTH	FLAT RATE
<b>GRP FEES</b>	
\$0.894	/1000 GAL

CONTACT US

**Inframark**

P: (281) 579-4500

24 HR Emergencies (281) 398-8211

E: [MUDCustomerService@Inframark.com](mailto:MUDCustomerService@Inframark.com)

**A 10% penalty will be assessed if payment is received after the due date. This amount is shown in the “AFTER DUE DATE” section on your bill**

**Delinquent:**

If your account becomes past due at the time current bills are generated, a termination notice will be sent to your address. All charges are due to avoid termination of your service. Should full payment not be received as directed on the letter, your service will be disconnected. Should service be disconnected, a **\$70.00 reconnect fee** will be added to your account. Full balance of your account will be required to restore service, payable by cashier’s check or money order only. If reconnecting due to non-pay cut off time is 4 PM CST. If your district offers After Hours Service, reconnections after 4 PM CST will be subject to After Hours Fees. Monday through Friday, to restore with same day service. If your district offers after-hour services, payments made after 4:00PM CST will be subject to after-hours fees.

***NOTE: Once an account is turned off due to a non-payment: Payments made online, by QR reader, over-the-phone, or mailed, are not acceptable forms of payment to restore services.***

**Payment Options - Note: If a check payment is returned unpaid by your bank (for any reason), a \$50.00 return check fee will be added to your bill.**

- **Online**
  - Payment Method:
    - Credit/Debit Card, convenience fee 3% of payment amount
    - Electronic Check, convenience fee of \$1.00
  - [www.paymyinframarkbill.com](http://www.paymyinframarkbill.com)
  
- **QR Readers “InstaPay”**
  - Payment Method: Credit/Debit Card, convenience fee 3% of payment amount
  - Electronic Check, convenience fee of \$1.00
  
- **Over-the-Phone**
  - Payment Method: Credit/Debit Card, convenience fee 3% of payment amount
  - Payment Method: Check, convenience fee of \$1.00
  - English: Select Option “1”
  - Spanish: Select Option “2”
  
- **Mail-In (Personal Check/Bill Pay)**
  - ATTN TO: Harris County FWSD 45  
P.O. BOX 4728, DEPT 60045  
Houston, TX 77210-4728
  
- **In-Person**
  - Payment Method: Personal Check, Money Order or Cashier’s Check
  - Location: Inframark – Grandway West  
(Entrance on North side of the Building)  
2002 West Grand Parkway North, Suite 100  
Katy, TX, 77449  
Office Hours: 7:30AM – 5:00PM

## **Detailed Payment Instructions**

- **Online**
  - Login to the payment portal website: [www.paymyinframarkbill.com](http://www.paymyinframarkbill.com)
  - Click "PAY BILL"
  - Enter "Amount to Pay" and Select "Payment Type"
  - Payment Method: Credit/Debit Card, Electronic Check
  - Click "CONTINUE WITH TRANSACTION"
  - Fill in "Payment Information" and Click "SUBMIT PAYMENT"
  
- **QR Readers "InstaPay"**
  - Open your QR Reader Application (one can be downloaded to your smart device from the App or Google Play stores)
  - Scan the Code
  - Proceed with the Payment Process
  - Payment Method: Credit/Debit Card

If you would like to enroll in the Auto-Pay program visit Inframark's customer portal at [www.paymyinframarkbill.com](http://www.paymyinframarkbill.com), to enroll or give us a call for further assistance.

## **Posting of Payments**

### **IMPORTANT NOTICE**

Please note, initiated payment date or postmarked payment date is not equivalent to posted payment date.

The following type of payment general posting time frame, which is dependent on your bank's releasing fund policy and/or USPS delivery of mail.

Over-the-Phone, 48-72 hours

Electronic Checks (check-free payments), minimum 48-72 hours

Mail-in Checks (personal checks or bill pay), minimum 10 days

## **Garbage and Sewer**

Garbage Service is NOT provided by **Harris County FWSD 45**. Please contact your garbage provider to establish service. Garbage Company: **Direct Waste Service**

P: 713-635-0800      [Email: singletonjamal@yahoo.com](mailto:singletonjamal@yahoo.com)

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