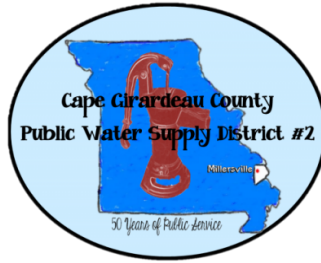


# Public Water Supply District No. 2 of Cape Girardeau County

2345 State Hwy B  
Oak Ridge, MO 63769  
(573) 243-1156



PO Box 21  
Millersville, MO 63766  
[www.cgcpwsd2.com](http://www.cgcpwsd2.com)

## INFORMATION FOR NEW CUSTOMERS

Welcome to PWSD #2!

Please visit our website [www.cgcpwsd2.com](http://www.cgcpwsd2.com) to sign up for notifications, such as:

- Flushing Notices. We flush our water lines every year to ensure proper working condition of system and as required by Missouri Department of Natural Resources. Customers may experience low to no water pressure during flushing.
- Boil Water Advisory. A precaution given after repairs are completed to our water lines and before water testing results are complete.
- Boil Water Order. An order given per Missouri Dept of Natural Resources when water tested may be contaminated and system requires treatment.

Please keep your contact information (phone number, email and address) up to date. Our office will attempt to contact you if the meter reads a leak alarm, if we need to fix water lines on your property, if we need to collect payment to avoid shutting off your service, etc.

Your bill is due on the 10<sup>th</sup> of every month. You may choose to receive your bill by USPS mail, email or both. We encourage email to receive your bill, as we cannot control the speed of the post office. If you do not receive your bill by the first of the month you may contact the office for your balance due.

We offer convenient ways to pay your bill:

- Drop off your payment in the office during normal business hours (Monday-Thursday 8:00am-3:00pm) or use the drop box located next to the door
- Setup an automatic monthly bank draft payment for only \$0.50 per draft/account. Please come into the office to complete an authorization form.
- Use our online system: <https://capegirardeau-customers.utilitybillingsystem.us/#/login>  
You can set up an account with Nexbillpay to view your account, make payments, set up automatic payments, etc. Nexbillpay will charge a small fee to use their payment options.
- Mail your payment to: PO Box 21, Millersville MO 63766  
We cannot control the reliability of the post office and recommend one of the other method payments.

If you have services with Cape Girardeau County Reorganized Common Sewer District a sewer bill will be sent from them and you will need to make a separate payment to them. We have an agreement with the Sewer District to lock out water meters for nonpayment of sewer bills per RSMo Section 393.016.

Shutoff for nonpayment will be on the first Tuesday after the 20<sup>th</sup> of each month.

Board Meetings are held on the third Wednesday of the month at 6:00pm.