

Sample Agreement Letter From Public Water Supplier (PWS)

(This letter should be on PWS Letterhead, with address, telephone number/cell number, and email address included)

Date

Project Sponsor Contact
Project Sponsor Company Name
Address
City, State, Zip Code

Dear **Project Sponsor Contact**:

This letter serves to confirm that **Name of Public Water Supplier (State Permit Number)** is willing to supply water from its public water system, for use by **Project Sponsor**, in accordance with the terms described below.

Name of Public Water Supplier operates a public water system in **Municipality, County, and State**, which has a total capacity to supply up to **X.XXX** million gallons per day (mgd). The current average daily demand for **Name of Public Water Supplier** is approximately **X.XXX** mgd and peak day (historical) demand is **X.XXX** mgd. **Name of Public Water Supplier** is willing to provide **finished/raw/other** water to **Project Sponsor** in an amount up to **X.XXX** mgd.

It is understood that such amounts are not a commitment to reserve water, and that such amounts are subject to curtailment in case of drought restrictions or other unforeseen operational conditions that require **Name of Public Water Supplier** to suspend or limit water sales. **Project Sponsor** will arrange to collect water for its use at **service connection/hydrant/standpipe/other (note: water withdrawal must be made through a manmade conveyance owned by the public water supplier)**, located at **Connection Location(s) Latitude/Longitude: N 00.000000 and W 00.000000 (decimal degrees to six places)** as designated by **Name of Public Water Supplier**.

By signing this letter **Name of Public Water Supplier** confirms its agreement to these terms and conditions, confirms that it is duly authorized to provide the above-described water sales, and acknowledges to the best of its knowledge that it is in compliance with regulating agencies and will continue to operate under the terms and conditions of its approvals.

Acknowledged and agreed by **Name of Public Water Supplier (authorized person)**

Signed: _____

Telephone: _____

Cell Number: _____

Print: _____

Fax: _____

Title: _____

Email: _____