

Baffin Bay Water Supply Corporation
Mailing Address: 708 South FM 1546 • Riviera, TX 78379
Physical Address: 870 East FM 772, Riviera, Texas 78379
Office 361-297-5253 Fax: 361-297-5355 E-Mail: baffin1@rivnet.com
Website: <https://baffinbaywsc.com>

Dear Customer,

I will need the following documents to establish a water account in your name here at Baffin Bay Water Supply Corporation through transfer from the seller:

1. a completed service application and agreement form completed with all requested information and signatures.
2. proof of ownership of property document (executed warranty deed, executed warranty deed with vendor's lien, or certified copy of warranty deed or certified copy of warranty deed with vendor's lien from title company)
3. buyer/seller transfer form along with a \$100 check made payable to Baffin Bay Water Supply Corp. for the transfer fee

If you are interested, Baffin Bay WSC does offer the service of payment of your monthly water bill through auto draft from your bank account around the 15th of each month (you will see the payment effective in your online banking on the 15th of the month). You would still receive a monthly bill in the mail marked "Account will be drafted. Do not pay!" The form to sign up for auto draft is found on this website under the "Forms and Reports Section" of this website.

Should you have questions, you may contact me through this email address or call the office at 361-297-5253.

Thank you,
Ronald Harris
Manager
Baffin Bay Water Supply Corporation
361-297-5253 office

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442, or email at program.intake@usda.gov.

Baffin Bay Water Supply Corporation is an equal opportunity provider and employer.