



CITY OF CLARK, SOUTH DAKOTA

120 North Commercial Street, Clark, SD 57225 | Phone: (605) 532-5665 | Fax: (605) 532-5668
www.cityofclark.com

Application for Waiver of Late Fees Due to COVID-19 Pandemic Layoffs

The City of Clark recognizes that some of our residents may be financially impacted by the COVID-19 pandemic. Complete this application immediately if you are in need of additional time to pay your monthly water bill. If approved, the City will waive late fees and will work with you to provide a payment plan to keep your water on. Charges for water, sewer and garbage will continue to accrue and you are expected to make a monthly payment to show ongoing intent that the bill will be caught up to date. Late fees may not be retroactively removed. Applications will be handled on a case by case basis. Please complete EVERY field on this form and return to city hall by mail or put in drop box located in east entrance. This waiver can be revoked anytime without notice if applicant fails to comply with plan.

Name on Water Account: _____

Service Address: _____

Phone #: _____ Best time to call: _____

Name of Employer(s) that you've been laid off from or had reduction of hours from:

Date of Lay Off or Reduction of hours: _____

Expected Return to Work Date: _____

Please provide any additional details as to why you need additional time to pay: _____

Applicant's Signature: _____

Do not write below this line. For Office Use Only

Date Received in Office: _____

Circle One: Approved or Denied If denied, list reason: _____

Authorized by _____

Effective Date: _____ Termination Date: _____