

## Payment Arrangement Guidelines

The Miami-Dade Water and Sewer Department offers payment arrangements for water and sewer connection charges. The payment agreement will be offered for a period of six (6) months or one (1) year, depending on the amount owed. If approved, you must make a 20 percent down payment, from the total amount, verification/ordinance letter fees, water allocation, service or interest charge and payment arrangement recording fees.

The following guidelines must be met in order to be considered for a payment agreement:

- Business must be registered with the Florida Dept. of State Div. of Corporations (Sunbiz.org)
- Any out of state business with nexus, in Florida, must obtain a certificate of authority from the Florida Dept. of State Div. of Corporations (Sunbiz.org) as per Sec. 605.0902 of the Florida Statutes.
- Owner of the property must co-sign payment agreement and become obligatory.
- Payment agreements will be recorded in the public records of the Miami-Dade County on the property where the water and sewer connection charges are due.
- All WASD prior indebtedness must be paid in full.
- A 20 percent down payment along with verification/ordinance letter fee, water allocation fee, service charge equal to the statutory rate, and recording fee must be paid upon approval of the payment agreement.

If interested in a payment agreement, please submit your “request for a Payment Agreement Form” via e-mail to the (WASD) New Business Supervisor Review at: [WASD-NBSupReview@miamidade.gov](mailto:WASD-NBSupReview@miamidade.gov) or bring the request in person to any of the office locations listed below.

**MAIN OFFICE**  
3575 S LEJEUNE RD  
MIAMI, FLORIDA 33146  
786-268-5360  
8:00 am – 4:00pm

**WEST OFFICE**  
PERMITTING & INSPECTION CENTER (PIC)  
11805 SW 26 Street, MIAMI, FLORIDA 33175  
786-315-2717  
7:30 am – 3:30pm

**DOWNTOWN OFFICE**  
OVERTOWN TRANSIT VILLAGE (2<sup>ND</sup> FLOOR WEST)  
701 NW 1st COURT, MIAMI, FLORIDA 33136  
786-469-2026 / 786-469-2029  
8:00am – 4:00pm

