

**RD-925 EZ FILL
FOR THE YEAR 2011**

**Metropolitan Water Reclamation District of Greater Chicago (District)
Instructions For Preparing and Filing the
User Charge Annual Certified Statement (RD-925 EZ FILL)
For Tax-Exempt Users Only**

FREQUENTLY ASKED QUESTIONS

1. Who is The Metropolitan Water Reclamation District of Greater Chicago?

The District treats and disposes of the sewage, industrial wastes, and other wastes generated by each User. Each User is charged for its use of the sewage collection and treatment facilities of the District as required by The Federal Water Pollution Control Act Amendments of 1972 (P.L. 92-500), the Clean Water Act of 1977 (P.L. 95-217) and the rules and regulations of the United States Environmental Protection Agency. We are NOT the Water Department and do NOT provide the User with incoming water.

2. Why do I have to pay User Charge if I am tax-exempt?

User Charge is not a tax. Users of wastewater treatment services who are tax-exempt do not pay property taxes therefore, the wastewater treatment services must be paid by the tax-exempt User through a direct User Charge.

3. Who can submit the Annual Certified Statement (RD-925 EZ FILL) for Tax-Exempt Users Only?

Tax-Exempt Users whose sewer discharges are solely domestic in nature, and pay User Charges based on incoming metered water volume (no reporting options or other methodology) may submit the simplified form of the RD-925 statement.

4. What do I need to send in?

Copies of original water bills for all meters for the year 2011 (example: 1/27/2011 through 12/27/2011) used by the User in the computation of the RD-925 EZ FILL statement (NOT payment history and NOT cancelled checks), and the fully completed RD-925 EZ FILL form.

5. When does this need to be received by the District?

The RD-925 EZ FILL statement, together with supporting documentation and payment, if any, must be received by the District not later than **February 21, 2012**. Blank and incomplete RD-925 EZ FILL statements will be considered not submitted. For overdue payment and late filing, interest and penalties will be charged as provided in Sections 7d and 8 of the User Charge Ordinance. **No extension of this deadline will be granted under any circumstances.**

6. What happens if I don't send in this form or send it in incomplete?

Failure to file a correct and complete statement, on time, to the Lock Box, together with all required supporting documentation, and to pay the full amount owed by the due date, will subject the User to penalty and/or interest charges as provided by the User Charge Ordinance. **No extension of this deadline will be granted under any circumstances.**

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- Information collected and received by the District becomes public record and may be subject to disclosure under the Illinois Freedom of Information Act (5 ILCS 140). Please refer to these state regulations for applicability.
 - Information submitted to the District may be claimed confidential to the extent allowed by 40 CFR Part 403.14 and 40 CFR Part 2.302 if such is requested at the time of submittal. Please refer to these federal regulations for applicability.