

Please download the form and open it with ADOBE READER in order to submit it via email! An active email account is required.

**CITY OF METTER
APPLICATION FOR WATER/SEWER SERVICE**

Date: _____ Own _____ Rent _____

Name: _____

Street Address for Service: _____

Mailing Address: _____ Telephone #: _____

Driver's License: _____ Social Sec. #: _____

Employer: _____ Telephone #: _____

Spouse's Name: _____

Driver's License: _____ Social Sec. #: _____

Employer: _____ Telephone #: _____

Landlord: _____ Telephone #: _____

List Names of other Adults Living in Residence: _____

Have you ever had water service in Metter? _____ Yes _____ No

If so, in what name: _____

Address of previous service: _____

Disclaimer of Liability:

The City of Metter is not responsible for any water damage due to leaks beyond the water meter (customer's service line) or due to leaks or water fixtures turned on inside of customer's residence/facility. The City of Metter's service personnel will make every effort to ensure that the water meter is not showing indication of water running at the time they turn your service on but it is the customer's responsibility to ensure that all fixtures are turned off and that the plumbing is in acceptable repair before requesting water service.

IT IS MY RESPONSIBILITY TO FOLLOW UP ON THIS PAPERWORK TO ENSURE THAT THE CITY OF METTER HAS RECEIVED AND PROCESSED MY REQUEST TO TURN SERVICES ON. I AM ALSO RESPONSIBLE FOR NOTIFYING THE CITY (IN WRITING, BY FAX OR IN PERSON) IF I WISH TO HAVE MY SERVICES DISCONNECTED AT ANY TIME. I WILL ALSO FOLLOW UP ON THIS TO ENSURE MY REQUEST IS FULFILLED.

Signature of Responsible Party

OFFICE USE ONLY

"The following information is requested by the Federal Government in order to monitor compliance with Federal Law prohibiting discrimination against applicants seeking to participate in the program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname."

___ White, not of Hispanic origin ___ Hispanic ___ Black, not of Hispanic origin

___ Asian or Pacific Islander ___ American Indian or Alaskan native

"This is an Equal Opportunity Program. Federal law prohibits discrimination. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250."

FOR OFFICIAL USE ONLY:

Approved: ___ Denied: ___ Account Number: _____

Checked for Balance: Yes No Amount \$ _____

Polycart: Yes No

Accounts Clerk

City of Metter
Water Service Agreement

Applicant agrees to comply with all rates, rules and regulations of the City of Metter.

1. Per Section 13.08.140, all city utility bills are due on the first (1st) day of each month. A penalty charge of ten (10%) percent will be added to the bill, if the bill is not paid by the tenth (10th) day of the month.

2. Per Section 13.08.140, if utility bills are not paid by the twentieth (20th) day of the month, water service to the premises for which the bill was rendered may be terminated by the city. Services shall not be restored until the bill has been paid including a **reconnection fee**. A reconnection fee will be applied to the bill on the day of cut-off or the twentieth (20th) day. (Delinquent fees are \$35.00 and will be added on the 21st of the month to all accounts that are delinquent.) In addition, when a bill is not paid by the twentieth (20th) day of the month, no water service shall be furnished to the customer responsible for the payment of the bill at any other location or to any member of the customer's household.

3. Per Section 13.08.150, if a customer believes his bill is incorrect, he shall present a claim to the accounts clerk at City Hall **BEFORE the account becomes delinquent**. The City shall make a special water reading at the request of the customer for a fee of five dollars (\$5) or as set by the city council provided; however, that if such special reading disclosed that the meter was over-read, no charge will be made.

4. Any customer who has a check returned to the City from the bank it was presented on will be charged a return check fee (amount displayed at City Hall) and be subject to have water services suspended until such time as the check is picked up and necessary fees paid. In the event water services are suspended, there will be a reconnect fee assessed.

5. Customers with delinquent accounts will be responsible for all fees charged by a third party in an attempt to collect delinquent debt.

Customer Signature

Date

_____/_____/_____
Account #

Clerk Signature