

**UTILITY SERVICE APPLICATION**  
**WATER, SEWER, GARBAGE AND RECYCLING SERVICES**

FIRST NAME: \_\_\_\_\_ MIDDLE INITIAL: \_\_\_\_\_ LAST: \_\_\_\_\_

BUSINESS NAME IF APPLICABLE: \_\_\_\_\_ TIN # \_\_\_\_\_

SOCIAL SECURITY # \_\_\_\_\_ DRIVER'S LICENSE # \_\_\_\_\_ EXP: \_\_\_\_\_  
**Proof of Identification is required at time of application**

PROPERTY ADDRESS: \_\_\_\_\_  
**Please be sure to include your P.O. Box if applicable**

MAILING ADDRESS: \_\_\_\_\_

HOME PHONE # \_\_\_\_\_ CELL # \_\_\_\_\_ WORK # \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ @ \_\_\_\_\_ DATE OF MOVE IN: \_\_\_\_\_

**ARE YOU PURCHASING THE PROPERTY?** YES  NO  RENT TO OWN

RENTING/LEASE? LANDLORD NAME: \_\_\_\_\_ LANDLORD ADDRESS: \_\_\_\_\_

LANDLORD PHONE # \_\_\_\_\_ LANDLORD EMAIL ADDRESS: \_\_\_\_\_ @ \_\_\_\_\_

**Do you require a Recycling Container for this property?** YES  NO  **A non-refundable fee of \$44 is required.**

**FEES:**

- Utility bills are mailed on the first day of each month and are payable within **15 days**, some exceptions may occur to these dates. If the due date falls on a weekend or on a legal holiday, the due by date will be adjusted accordingly.
- A **\$200** deposit is required for all business and homeowners, which is returnable after 2 years of on-time payment history.
- A **\$250** deposit is required for all rental, rent to own and leased properties. The customer deposit or balance will be returned after the account is closed and all outstanding charges are deducted. Please note: No interest is paid on any Customer Deposits.
- Customers who move from one property to another within city limits are able to transfer existing customer deposits to a new property. The City of Lowden accepts check, cash, money order, credit or debit cards for payments. The City also offers a no-cost (ACH) automatic payment withdrawal option.
- Late payment of utilities is subject to a **10% penalty charge**. Services may be disconnected by the date indicated on the disconnection notice for non-payment and a delinquent list fee of **\$25.00** will be applied to any customer who is on the cities delinquent list regardless of whether the city shuts off your utilities or not.
- Reconnection fee - **\$25.00** during regular business hours. After hours/holiday/weekend - **\$50.00**. Non-working shutoff replacement or repair costs will be billed to the property owner.

I hereby apply for utility services at the above property and agree to reimburse the City of Lowden in full for utility bills rendered from the date of connection to the date services are disconnected.

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**OFFICE USE ONLY:**  
**UTILITY DEPOSIT RECEIVED DATE:** \_\_\_\_\_ **AMOUNT:\$** \_\_\_\_\_ **CHECK/RECEIPT #** \_\_\_\_\_ **DEPOSIT #** \_\_\_\_\_

**ACH Sign up:** \_\_\_\_\_ **Account Number Issued:** \_\_\_\_\_ **Utility System Completion Date:** \_\_\_\_\_

**PLEASE DO NOT EMAIL THE COMPLETED FORM TO SAFEGUARD YOUR PERSONAL INFORMATION.**

**INCOMPLETE INFORMATION CAN LEAD TO DELAYS SETTING UP YOUR SERVICES. PLEASE BE SURE TO COMPLETE THE FORM IN FULL.**

"THIS INSITUION IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER"