

MUNICIPAL UTILITIES DEPARTMENT

901 Fourth Avenue Southwest
WATERTOWN, SOUTH DAKOTA 57201-4107
605-882-6233

APPLICATION AND AGREEMENT FOR RESIDENTIAL/COMMERCIAL UTILITY SERVICE

Name _____
(Last) (First) (Initial)

Desired Connection
Date _____

Service
Address _____

Own _____ Rent _____

Mail bills to _____

(City) (State) (Zip)

Landlord is _____

Previous Address _____

Phone No. _____

(City) (State) (Zip)

Work Phone _____

Cell Phone _____

Employer _____

E-mail Address _____

Have you been on our utilities before?

Birthdate _____

Yes _____ No _____

Social Security # _____

IMPORTANT THINGS YOU SHOULD KNOW:

1. Bills are mailed at the end of the month and **ARE DUE BY THE 10TH OF THE FOLLOWING MONTH.**
2. Call the office if you do not receive your bill.
3. Bills not paid by the due date will be charged a **5% late charge**. A disconnection notice will be mailed out to you. If payment is not received prior to the date indicated on the disconnect notice, your service will be disconnected until payment is made. You will also be charged a \$30.00 delinquent service fee.
4. Deposits will be applied to your account after one year of good credit.
(12 consecutive payments made on or before the due date and no returned checks.)
5. If you move:
 - a. Call the office at 882-6233. You are responsible for utilities left on in your name.
 - b. We can not take move in/move out order from someone other than you.
 - d. If your deposit has not been refunded, it will be applied to your final bill.
6. If you want your utility information available to others, you must sign the third party release or call the office.

Customer's Signature _____

Date _____

FOR OFFICE USE

Account No. _____ Personal ID (drivers license, picture ID) _____

Deposit Amount _____ Receipt No. _____