

CITY OF SPRINGVILLE REQUEST FOR SERVICE INFORMATION

Date _____

Account Number _____

Move In Date/Activation Date _____

ACCOUNT SETUP / TENANT / TRANSFER INFORMATION:

NAME: _____ SPOUSE/PARTNER: _____

SERVICE ADDRESS _____

MAILING ADDRESS: _____

CITY, STATE & ZIP _____

HOME PHONE# _____ CELL PHONE# _____

EMAIL ADDRESS _____

EMPLOYER _____ PHONE # _____

EMPLOYMENT ADDRESS _____

SOCIAL SECURITY # or DRIVERS LICENSE # _____

(this information is kept strictly confidential)

Bills are sent out on the first day of each month. Bills for combined service accounts are due and payable by the 15th day of the same month or the first business day thereafter if the 15th is on a Saturday, Sunday or legal holiday. Partial payments of the amount due will not be accepted. Payments can be made in the drop box located in the City Hall door. Meters will be read the week of the 15th.

SIGNATURE _____ DATE _____

IF A RENTAL, THE FOLLOWING MUST BE COMPLETEE:

LANDLORD/OWNER _____

MAILING ADDRESS: _____

PHONE # _____ Deposit Paid (\$150) _____

Per Chapter 92.09, Customer Deposits of the Springville Code of Ordinances: Any potential customer making application to use water supplied by the City for property said customer will rent or lease from the property owner shall pay a deposit of one hundred dollars (\$150) to the Clerk. Such customer deposits shall be held by the City in a Trust and Agency Fund. The deposit shall be returned after the account is closed and any outstanding charges deducted. Should any such account remain active but become delinquent by nonpayment of the bill within thirty (30) days of the billing date, the Clerk may have the outstanding bill deducted from the deposit and require a new deposit. The water deposit amount will be increased for habitual delinquency.

Do you wish to sign up for automatic withdraw from your checking account?
yes _____ no _____ *(If yes, you will need to provide us with a voided check/deposit slip.)*

WELCOME TO THE CITY OF SPRINGVILLE