



DATE

ACCOUNT NUMBER

ONLINE RECORD NUMBER

OLD ACCOUNT NUMBER

CSS

APPROVED

TRANSFER OF RESIDENTIAL UTILITIES

SERVICE LOCATION

***BOLD DENOTES A REQUIRED FIELD**

CURRENT SERVICE ADDRESS (ANY CURRENT BALANCE DUE MUST BE PAID BEFORE TRANSFER. A FINAL BILL WILL BE GENERATED FOR THIS LOCATION)			
SERVICE ADDRESS WHERE UTILITIES WILL BE CONNECTED (NOTE: SERVICES WILL NOT BE CONNECTED WITHOUT ADDRESS NUMBERS ON THE BUILDING)			
<input type="checkbox"/> I OWN OR HAVE RECENTLY PURCHASED THIS LOCATION (MUST PROVIDE CLOSING STATEMENT OR OTHER PROOF OF OWNERSHIP)	<input type="checkbox"/> I AM RENTING THIS LOCATION (MUST COMPLETE LANDLORD'S INFORMATION BELOW AND PROVIDE A LEASE AGREEMENT OR RENT RECEIPT):		
	<table border="1"> <tr> <td>LANDLORD'S NAME</td> <td>LANDLORD'S PHONE NUMBER</td> </tr> </table>	LANDLORD'S NAME	LANDLORD'S PHONE NUMBER
LANDLORD'S NAME	LANDLORD'S PHONE NUMBER		
MAILING ADDRESS WHERE THE BILL WILL BE DELIVERED			

PRIMARY APPLICANT

FULL LEGAL NAME		PREVIOUS UTILITIES WITH US?	
MAIDEN OR PREVIOUS NAMES		<input type="checkbox"/> YES <input type="checkbox"/> NO	
SOCIAL SECURITY NUMBER	DATE OF BIRTH	AGE	
LICENSE NUMBER	PRIMARY PHONE NUMBER		
SECONDARY PHONE NUMBER	EMPLOYER	WORK PHONE NUMBER	
EMAIL ADDRESS			

SECONDARY APPLICANT (OPTIONAL)

IF THIS SECTION IS COMPLETED, THE SECONDARY APPLICANT WILL BE ABLE TO MAKE CHANGES TO THE ACCOUNT, ESTABLISH CONTRACT PAYMENT PLANS, DISCONNECT OR TRANSFER SERVICES, OR OTHERWISE MAKE ACCOUNT HOLDER DECISIONS WITHOUT THE PRESENCE OF THE PRIMARY APPLICANT. THE SECONDARY APPLICANT MUST PROVIDE A VALID US GOVERNMENT ISSUED PICTURE ID.

FULL LEGAL NAME		PREVIOUS UTILITIES WITH US?	
MAIDEN OR PREVIOUS NAMES		<input type="checkbox"/> YES <input type="checkbox"/> NO	
SOCIAL SECURITY NUMBER	DATE OF BIRTH	AGE	
LICENSE NUMBER	PRIMARY PHONE NUMBER		
SECONDARY PHONE NUMBER	EMPLOYER	WORK PHONE NUMBER	
EMAIL ADDRESS			

ADDITIONAL OCCUPANTS

MUST LIST ALL OTHER OCCUPANTS AT THIS LOCATION AND PROVIDE A SOCIAL SECURITY NUMBER FOR EACH PERSON AGE 18 OR OLDER.

FULL LEGAL NAME	AGE	SOCIAL SECURITY NUMBER	PREVIOUS UTILITIES WITH US? <input type="checkbox"/> YES <input type="checkbox"/> NO
FULL LEGAL NAME	AGE	SOCIAL SECURITY NUMBER	PREVIOUS UTILITIES WITH US? <input type="checkbox"/> YES <input type="checkbox"/> NO
FULL LEGAL NAME	AGE	SOCIAL SECURITY NUMBER	PREVIOUS UTILITIES WITH US? <input type="checkbox"/> YES <input type="checkbox"/> NO
FULL LEGAL NAME	AGE	SOCIAL SECURITY NUMBER	PREVIOUS UTILITIES WITH US? <input type="checkbox"/> YES <input type="checkbox"/> NO

EMERGENCY CONTACTS

NAME	PHONE NUMBER
NAME	PHONE NUMBER

SANITATION & RECYCLING

ALL CUSTOMERS ARE REQUIRED TO PAY FOR SANITATION, STORMWATER, AND DEBRIS REMOVAL SERVICES. UNLESS AN APPROVED LANDLORD PROVIDES A DUMPSTER, A SANITATION CART WILL BE DELIVERED TO YOUR SERVICE ADDRESS. ADDITIONAL SANITATION CARTS MAY BE REQUESTED.

CARTS	QUANTITY			
	1	2	3	OTHER
SANITATION (EMPTIED WEEKLY)				

I REQUEST A RECYCLING CART TO BE DELIVERED AT NO ADDITIONAL CHARGE (EMPTIED EVERY OTHER FRIDAY)

DUE TO NEW FEDERAL LAWS AND A NEW CITY OF DOUGLAS ORDINANCE, THE INFORMATION CONTAINED IN APPLICATIONS WILL BE ELECTRONICALLY VERIFIED. SERVICES WILL NOT BE ESTABLISHED UNTIL THE CITY VERIFIES THAT ALL INFORMATION PROVIDED BY THE APPLICANT(S) IS VALID AND TRUE. IF FRAUD IS DETECTED OR SUSPECTED, WE WILL NOTIFY LAW ENFORCEMENT OF POSSIBLE IDENTITY THEFT.

ALL PRIOR ACCOUNTS OF EACH APPLICANT AND OCCUPANT MUST BE PAID IN FULL BEFORE THE CURRENT SERVICES CAN BE TURNED ON. IN THE EVENT ANY OLD DEBTS ARE DISCOVERED, THE BALANCE WILL BE TRANSFERRED TO THE CURRENT ACCOUNT AND WILL BE DUE BY THE NEXT REGULAR BILL'S DUE DATE. IF THE CITY DETERMINES THAT THE ABOVE INFORMATION IS FALSE AND / OR MISLEADING, AND HAS BEEN DEFRAUDED, THE CITY WILL DISCONNECT SERVICES AND WILL NOT RECONNECT SERVICES UNTIL ALL ISSUES HAVE BEEN RESOLVED.

SERVICES WILL BE DENIED IF A LANDLORD / PROPERTY MANAGER OWES ANY DELINQUENT DEBT ON ANY PROPERTIES OR ANY DELINQUENT TAXES WITHIN THE CITY LIMITS AND / OR UTILITY SERVICE AREA.

PRIMARY APPLICANT

DATE

SECONDARY APPLICANT

DATE