



Additional Name On Current Utility Account

Date _____ Account Number _____

Current Name(s) On The Account _____

Address _____

Name of person being added to account: _____
(PLEASE PRINT)

Address: _____

Phone Number: _____ Email: _____

DL: _____ State: _____ DOB: _____

By signing below I agree to all the terms set forth as an account holder:

- 1. _____ You must complete a termination of service form when you permanently leave the premises, and leave a forwarding address.
- 2. _____ If you do not receive your bill, it is your responsibility to contact the Utility Billing office and determine the amount of your bill. Bills not paid by the due date will incur a 10% penalty and a late letter will be sent out to remind you.
- 3. _____ If water service is disconnected for nonpayment, a \$30.00 non-payment fee will be added to your account. Payment in full must be collected before service can be restored. Services are restored Monday through Friday 8 am – 4 pm, excluding holidays.
- 4. _____ If your water has been disconnected for nonpayment, do not turn the water back on yourself or you will be charged a tampering fee. The City of Live Oak charges \$75 for the first incident and \$150 for the 2nd incident.
- 5. _____ Bills can be paid at City Hall, by credit card over the phone, on the web once you have set up an online account, by bank draft, and by placing it in the drop box located in front of City Hall at the end of the driveway or by mailing it to City Hall.
- 6. _____ There will be a 25.00 charge added to your account for any returned check or draft.

In consideration for receiving water and/or sewer service from the City of Live Oak, Texas, at the listed address, I hereby acknowledge responsibility for payment of service billings. Payment by the indicated due date is required to prevent interruption of service. I am responsible for water/sewer service until my account is closed and paid in full.

Signature Newly Added Person _____ Date _____

Signature of Current Account Holder _____ Date _____

*****OFFICE USE ONLY*****

Account Update By _____ Date _____