



Application and Agreement for Water, Sewer & Trash Services

Date Service is to Begin: _____

Name(s) on account: _____

Service Address: _____

Mailing Address (if different from above):

Home: _____ Cell: _____ Work: _____

Email Address: _____

Mail bill? YES _____ NO _____ E-Mail bill? YES _____ NO _____

DL #: _____ State: _____ DOB: _____

Proof of Residency is **required**. Please provide a copy of a Lease Agreement, Management Agreement or first page of the Closing Disclosure from closing documentation.

If you are leasing, please complete the following:

Landlord/Realtor's Name: _____ Phone: _____

Address: _____

In Case of Emergency

Name: _____ Phone: _____

Address: _____

I hereby agree to the following conditions **(please initial)**:

1. _____ The utility account deposit is \$100.00 and is refunded after 3 years of good payment history as a credit on the account or as a check when you terminate the account. If you have been disconnected for non-payment or have a returned check, your deposit will be put on hold until the account is terminated. There is also a one-time \$15.00 non-refundable application fee which is charged when the account is opened.
2. _____ New account turn-on hours are from 8:00 am – 2:30 pm Monday through Friday, excluding holidays. It is the responsibility of the customer to ensure there are no faucets in the "ON" position when the service begins. The City of Live Oak is not responsible for any damage incurred due to fixtures being left on at the residence.
3. _____ You must complete a "Termination of Service" form when you permanently leave the premises and provide a forwarding address.
4. _____ 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 penalty.
5. _____ If water service has been disconnected for non-payment, a \$30.00 fee will be added to the account. Payment in full must be collected before service can be restored. Services are restored Monday through Friday 8 am – 4 pm, excluding holidays.
6. _____ If the water has been disconnected for non-payment, do not turn the water on yourself or you will incur a tampering fee. The City of Live Oak charges \$75 for the first incident and \$150 for the second and subsequent incidences.
7. _____ There will be a \$25.00 charge added to your account for any returned check or draft.

By signing below, I hereby acknowledge I have read and agree to the terms in this document. In consideration for receiving water, sewer and trash services from the City of Live Oak, Texas, at the stated service 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 these services until my account is closed and paid in full.

CUSTOMER SIGNATURE _____ **DATE** _____

Office Use Only

Account Number _____

Employee _____