

CUSTOMER SERVICE ORDER

TOWN OF WATERVILLE
P.O. Box 580
Waterville, WA 98858 • 509-745-8871

SERVICE INITIATION FEE = \$35

Accepted forms of payment:
cash, money order, cashier's check,
credit or debit card.

Thank You

SERVICE INFORMATION:

Account # _____ Date _____

Connect as of _____ Disconnect as of _____

CUSTOMER INFORMATION:

Name(s) _____ Spouse _____

Service Location _____

Mailing Address _____

Home Phone _____ Work Phone _____

Employer _____ Identification _____

Landlord Name _____

Address _____ Phone _____

I authorize the tenant below to have the Town Utility account placed in their name. I realize as owner of this property, I am ultimately responsible for this account and a lien could be placed on my property for delinquent accounts incurred by the tenant (listed above) in accordance with the provisions of RW 35.21.290. Furthermore, the Town will notify me if utility payments are delinquent in accordance with the Public Records Disclosure (RCW 42.17).

Landlord Signature _____

CUSTOMER SERVICE INITIATION FEE (SIF)

Receipt No. _____ Amount \$35⁰⁰ Received by _____

Customer Signature(s) _____

Customer's Signature recognizes agreement to conditions of all Town Resolutions and Ordinances

Remarks _____

SERVICE	METER NUMBER	READINGS
WATER		
SEWER		
GARBAGE		

Date _____ Completed by Serviceman _____

This institution is an equal opportunity provider.



UTILITY DEPOSIT

POLICY

The Town of Waterville may require an initial deposit as a guarantee of payment of bills for water and/or sewer service in any amount, but not less than \$100. In the case of customers who have previously established satisfactory credit with the Town, the Town may, at its sole discretion, waive collection of a deposit.

After one year of continuous on-time bill payment or upon termination of service, the Town will apply the deposit to the current service charges and excess funds, if any, shall be refunded to the customer. No interest will be paid to the customer by the Town on any deposits held by the Town.

If the customer fails to pay on time, the deposit may be applied by the Town to the customer's bill. Further, if the customer fails to pay on time, the Town may terminate service as provided elsewhere in its utility policies, or alternatively, at its discretion, require the customer to raise the deposit to a minimum of \$250.

Repeated failure to pay on time after a deposit has been refunded to the customer will cause the Town to re-initiate the deposit requirement.

Deposits shall be paid in cash, by cashier's check, or by credit or debit card. Personal checks will not be accepted by the Town for the deposit.