

WATERWORKS DISTRICT NO. 2

(Legal Photo ID is required for any service connections)

Dear Customer,

The attached paperwork needs to be completed by you, the customer. Fill in and sign all of the paperwork **applying to the service you have requested.**

Service Connection requirements:

New Service Tap: (Non- existing meter)

1. User Agreement
2. Utility permit application
3. Photo ID
4. Legal Description of property in your name or Purchase Agreement
5. If heir property: **Must complete a Utility Right of Way/Easement**
6. 911 Address **(Please post in a visible location, this will help us to locate your residence)**
- 7.

Connection or Transfer of Service: (Existing meter)

1. User Agreement
2. Photo ID
3. Legal Description of property in your name or Purchase Agreement
4. 911 Address **(Please post in a visible location, this will help us to locate your residence)**
5. If heir property: **Must complete a Utility Right of Way/Easement**
6. Waiver form: **(If you are being allowed to live there rent free: Owner must supply photo ID, also.)**

Residential or Business Rent or Lease; Recreational Lease or Rent: (Existing meter)

1. User Agreement
2. Photo ID
3. Rental or Lease Agreement **(If your Landlord will not provide you with a Lease/rent agreement, you may bring a Receipt from your Landlord is acceptable) (Your rent receipt must have the 911 address and the name of your Landlord or his/her agent).**
4. 911 Address

Optional Form:

ACH Debit authorization **(This form is for Automatic Bank Drafts, if you choose to have your payment drafted)**

SERVICE CONNECTION FEES:

New Service Connection (no existing meter)-----	¾" \$650; 1" \$750; 2" \$2,500
Reconnect/Connection Fee-----	\$50.00
Transfer of Ownership Fee-----	\$50.00
Deposit for Lease/rental-----	\$100.00
Disconnect fee for Non-Payment-----	\$100.00