



The undersigned requests El Paso Water Company, Inc /City of Derby Utilities to supply metered water and/or sewer service at the address given below. The undersigned agrees to use and pay for the service rendered at this address and any previous or subsequent address in accordance with the established rates (available upon request). The undersigned further agrees to conform to all the rules and regulations governing the service now on file with the utility regulatory body. It is understood El Paso Water Company, Inc./City of Derby Utilities may discontinue service for misuse of service or failure of the undersigned to pay for service when due.

TODAY'S DATE \_\_\_\_\_  HOMEOWNER  TENANT  LANDLORD\*

\*Landlord -  Revert to Landlord when a tenant leaves  Do Not Revert to Landlord when a tenant leaves

NAME \_\_\_\_\_ SOCIAL SECURITY/TAX ID # \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

CO-APPLICANT NAME \_\_\_\_\_

SOCIAL SECURITY # \_\_\_\_\_ PHONE \_\_\_\_\_

SERVICE ADDRESS \_\_\_\_\_

DATE TO START NEW SERVICE \_\_\_\_\_

BILLING ADDRESS (IF DIFFERENT) \_\_\_\_\_

SERVICE TRANSFERS (CURRENT CUSTOMERS ONLY):

CURRENT ADDRESS \_\_\_\_\_

DATE TO DISCONNECT SERVICE AT CURRENT ADDRESS \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_

CUSTOMER SIGNATURE

CO-APPLICANT SIGNATURE

**\*\* WE REQUIRE A \$25 SERVICE FEE AND A COPY OF YOUR DRIVER'S LICENSE FOR ALL NEW ACCOUNTS AND TRANSFERS\*\***

**Paperless billing** – I authorize the City of Derby to electronically deliver my monthly bill to the e-mail address provided above. I understand that it is my responsibility to contact the City if I do not receive my bill by the billing date each month. If a payment is received after the due date, penalties will apply. Billing statements will be delivered only via e-mail until I cancel the paperless billing option. I understand that the Derby News monthly newsletter will be sent to me in a separate email from city staff.

**ACH Payments** – Additional form required along with voided check.

<p><b>OFFICE USE ONLY:</b></p> <p>NEW SERVICE ____ TRANSFER ____ UPDATE INFO ____ PAID \$25 FEE ____ TIME: _____</p> <p>NEW ACCOUNT # _____</p>
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