



**A COPY OF
YOUR I.D.
AND LEASE
ARE
REQUIRED**

**A DEPOSIT IS REQUIRED FOR
ALL
CUSTOMERS.**

HAS ANYONE IN THE RESIDENCE HAD PRIOR SERVICES WITH THE CITY? [] YES OR [] NO

Please check yes, If you would like your information on this application to be kept confidential: { } Yes

Date to begin services: _____

Address Requesting Services For: _____
Number Street Name Apartment #

***Applicant Information:**

Applicant/Contact/Business Name: First: _____ Last: _____

DOB: ____/____/____ SSN: ____/____/____

Home Phone: () ____-____ Cell Phone: () ____-____

CAN DETAILS ABOUT THIS ACCOUNT BE LEFT ON A VOICE MAIL MESSAGE SYSTEM: Yes or NO

Bill to Address: _____ (Alternate needed for some apartment buildings in St. Robert)

City: _____ State: _____ Zip: _____

***APPLICANT EMPLOYER INFORMATION: (IF U.S. ARMY, PLEASE PROVIDE Unit INFORMATION, AND ADVISE IF THIS INFO CHANGES.)**

Name: _____ Phone: () ____-____

Address/UNIT: _____ City: _____ State: _____ Zip: _____

***Co-Applicant Information:** --Your spouse is NOT presumed to be a Co-Applicant. They MUST be added and present an I.D. at application time. No information will be shared unless they are on this application!

-Co-Applicant Name: First: _____ Last: _____

DOB: ____/____/____ SSN: ____/____/____ Employer: _____

Phone: () ____-____

Reference Information:

Name of relative/ personal friend not living at residence: _____/Phone _____

Address: _____ City: _____ State: _____ Zip: _____

Would you like to be set up on direct pay? { } Yes { } No { } Checking { } Savings

Bank Name: _____ Account #: _____ Routing #: _____

-WHEN you leave and terminate service, you must sign finalization form IN PERSON to receive deposit back.

Signature of Applicant: _____ Date: ____/____/____

Signature of Co-Applicant: _____ Date: ____/____/____

Continue to page 2 →

FOR OFFICE USE ONLY: Order Taken By: _____ Account Number: _____
Deposit Required? { } Yes { } No If yes, Amount? _____ Services: EL WT SW GA TR

BELOW ARE THE TERMS AND CONDITIONS AGREED TO (INITIAL THIS):

1. Will pay the service deposit required and maintain a "good standing" with the City by paying the bill on or before the due date (15th). In the event that "good standing" is not maintained, said City can review the deposit and establish a new one based on current policy.

In the event that the bill is not paid and a city employee is sent out to disconnect service there will be a **\$50.00** termination/reinstatement fee for residential customers and a \$100.00 termination/reinstatement fee for commercial customers that will have to be paid prior to reinstating the utility service. For those commercial customers with three phase or gas service a \$100.00 charge for disconnect/reconnect will be required prior to the reinstatement of utility service.

When a utility service has been terminated on two (2) separate occasions, due to nonpayment of a utility bill, the customer shall be required to post a second (2nd) deposit, equal to the amount of the first (1st) deposit that is required prior to the City furnishing that utility service (Ord. No. 1696, July 26,2004) _____ (*Applicants Initials*) _____ (*Co-Applicant*)

2. Will comply with and be bound by the provisions of the Ordinances, and such policies, rules and regulations as presently existing or may be adopted from time to time by the Board of Alderman.
3. Do hereby agree to pay any legal or collection fees that the city may incur due to legal or collection actions at the location described in this document. **Three month past due accounts will be forwarded to City Attorney.**
4. Will have the premises wired in accordance with wiring specifications approved by the City.
5. Extension of service to the property will be made upon the terms and considerations set forth in the City Code extension policies.
6. **If any person who will be living at this location owes the City from a previous service and the amount is not paid with a time stated by the City, this application will be revoked and service disconnected. Any debt due to the city will be paid before application for service is completed. If connection is completed and a prior debt is discovered, the debt will be paid immediately or added to the accounts receivable subjecting the account to the City's normal disconnect cycle.**
7. When moving from this location, do hereby agree to provide the City a forwarding address for the final bill and return of remaining deposit.
8. **If a monthly billing is not received, do agree to contact the City to inquire about the amount due. Failure to receive a bill does not waive assessment of late charges, does not change due date and subject to disconnection.**
9. Do hereby grant the City ingress or egress to, from, and over property to serve the above described map location and grant permission for the City to make alterations as the City deems necessary or advisable to provide electric service to the property or the other prospective member property either overhead or underground. Do hereby grant to the city ingress or egress to, from and over the property to remove and trim trees or brush to the extent necessary to keep them clear of said electric lines or systems and to cut down from time to time all dead, weak, leaning or dangerous trees that are tall enough to strike the wires in falling.

CONTINUE TO PAGE 3 →

10. In the event a joint membership is dissolved either by divorce, separation, or death, all interest in the deposit is release to the person remaining at the service map location and a new application will be completed. The remaining person shall assume total ownership of the joint deposit as an individual. However, release of deposit does not release responsibility from paying any debts or collection fees on a final bill when the account is changed into the remaining person's name. In the event of death, the remaining person assumes responsibility for any debts or legal fees on an ending balance.
11. The City is authorized to do a credit check concerning payment history from other organizations including utilities, but not limited to them.
12. Federal Identity Theft Laws require valid photo ID as well as rental agreement or purchase agreement.

The undersigned, jointly and individually, is applying for utilities and agrees to purchase electricity from the City of St Robert Municipal Utilities upon the terms and conditions shown on this application. It is also certifies that the terms and conditions stated are understood and that he/she is the duly authorized agent to execute this document on behalf of the joint applicant listed.

Applicants Signature

Date

Co-Applicants Signature

Date

***TEAR OFF THE NEXT PAGE AND KEEP FOR YOUR
RECORDS!!!!!!!!!!***

UTILITY REMINDERS:

- ALL BILLS ARE DUE ON THE 15TH OF EACH MONTH, EVEN IF YOU DON'T RECEIVE A BILL IN THE MAIL. BILLS WILL BE SUBJECT TO A 5% PENALTY IF PAID AFTER THE 15TH.
- SERVICES ARE BILLED 'A MONTH BEHIND.' YOU ARE BILLED FOR ABOUT 30 DAYS OF USAGE, THIS INCLUDES TRASH.
- YOUR METER(S) WILL BE READ ON START DAY, AND AGAIN AFTER ABOUT 30 DAYS OF USAGE. A BILL IS GENERATED THEN MAILED AND WILL BE DUE ON THE 15TH.
- WHEN YOU MOVE OUT YOU MUST SIGN REQUEST IN PERSON TO ENSURE DEPOSIT RETURN.
- YOUR FINAL BILL IS TAKEN OUT OF YOUR DEPOSIT. KEEP IN MIND THAT WE BILL 'A MONTH BEHIND.'
- BILLS ARE MAILED OUT ON THE LAST WORKING DAY OF EACH MONTH.
- REFUND CHECKS ARE GENERALLY MAILED OUT THE FIRST WEEK OF EACH MONTH.
 - TRASH SERVICE IS PROVIDED BY ZEIGENBEIN SANITATION.
- IMPORTANT COMMUNITY EVENTS AND INFORMATION IS INCLUDED WITH UTILITY BILL.
 - PAYMENTS ARE ACCEPTED BY DRIVE UP WINDOW, DROP BOX (LOCATED AT CITY HALL), U.S. MAIL, DIRECT ACCOUNT WITHDRAW, OR IN PERSON AT CITY HALL.
- ONLINE PAYMENT SHOULD BE AVAILABLE AFTER MAY 1ST, 2010 BY LOGGING ONTO www.saintrobert.com ↓↓
- YOU MUST KNOW THE EXACT AMOUNT YOU ARE GOING TO PAY AND KNOW YOUR ACCOUNT NUMBER TO PAY ONLINE.
 - St. Robert Payment Info (573) 451-2000 Ext. 1100
 - Trash & Recycling (573) 336-4848