



PO Box 490, Lowell OR 97452

# WATER & SEWER SERVICE APPLICATION

**Utility Deposits Must Be Paid Before This Application Will Be Processed**

Meters are read on or about the 20th of each month, and utility bills are mailed by the 5th of the following month. Payment is due by the 20th of the month in which you received your bill, per LMC 4.026. An account is considered delinquent if charges are not paid by the due date designated on the bill, per LMC 4.027(a). All accounts deemed delinquent will be assessed a \$5.00 penalty. If the bill remains unpaid, approximately 10 days after the delinquent date, a door hanger will be posted and a \$10 door hanger fee will be added, per LMC 4.028. If the service is shut off for non-payment, the balance must be paid in full along with the reconnect fee of \$55.00 before service will be restored.

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Service Address _____	Start Date _____
Billing Name _____	Phone No _____
Mailing Address _____	Email _____
Contact Name _____	Contact No _____
Driver's License No _____	SS # _____

*Photo ID will be scanned for all Water/Sewer Accounts*

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TYPE OF REQUEST	ACCOUNT TYPE	DEPOSIT
<input type="checkbox"/> New Account - Start Service	<input type="checkbox"/> Home Owner	<input type="checkbox"/> Cash _____
<input type="checkbox"/> Disconnect Service	<input type="checkbox"/> Landlord	<input type="checkbox"/> Check _____
<input type="checkbox"/> Change Service	<input type="checkbox"/> Property Manager	<input type="checkbox"/> Card _____

RENTAL PROPERTY REQUIREMENTS	
A SIGNED RENTAL AGREEMENT IS REQUIRED FOR ALL RENTALS	
Owner's Name _____	Phone No _____
Owner's Address _____	Email _____

Your signature below constitutes acknowledgement of the billing and payment terms identified on this form above.

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*Applicant's Signature* *Date*

For Office Use Only:	Account Number _____	Rec'd By _____
<input type="checkbox"/> Driver's License Copy	Service Order _____	Rec'd Date _____
<input type="checkbox"/> Rental Agreement	S/O Completed By _____	Meter No _____
<input type="checkbox"/> Deposit Paid	Meter Reading _____	Route No _____

The City of Lowell is an equal opportunity, affirmative action institution committed to diversity and compliance with the Americans with Disabilities Act.