

Town of Glasgow
Application for Water/Sewer Service

Name: _____
(Please Print or Type Legibly)

Driver's License/Tax ID #: _____

Home Phone No: _____

Alternate Phone No: _____

Service Address _____

Mailing Address _____

Property Owner _____

Employer _____

Renter: _____ Owner: _____

A twenty-five dollar (25) fee shall be paid by any new user of water and sewer service. This fee shall be paid at the time the account is established.

The Town may require a deposit in the amount of two month's water and sewer payments in advance from any applicant desiring to use town water and sewer facilities.

1. If the applicant is not the owner of record the Town of Glasgow shall require the aforementioned deposit. Such deposit when so required shall be paid to the Town of Glasgow and held for one year or until the termination of service, whichever is sooner if the account is paid in full. The Town of Glasgow reserves the right to keep the deposit longer than one calendar year if the account has shown a history of being delinquent.
2. The aforementioned deposit may be required from an applicant who is the owner of record, if the Town determines it is in the Town's best interest, to limit risk. Such deposit when so required shall be paid to the Town of Glasgow and held for one year or until the termination of service, whichever is sooner if the account is paid in full. The Town of Glasgow reserves the right to keep the deposit longer than one calendar year if the account has shown a history of being delinquent.

All water and sewer charges assessed against any user remaining unpaid at the close of business on the fifteenth (15th) day of any month shall be subject to a penalty in the sum of five (5) dollars, which sum shall be added to such water and sewer charges and shall become part thereof. If charges remain unpaid at the close of business on the last day of any month a penalty in the sum of three (3) dollars, which sum shall be added to such water and sewer charges and shall become a part thereof.

The town manager, or designee, shall terminate the water and sewer service of any user or occupant or tenant when there remains an unpaid balance for water and sewer service on the fifteenth (15th) of the month following the month the payment was due.

When Moving Out please make sure that you notify the office 2 or 3 days in advance of your moving day. Also, please leave a forwarding address for your last bill or deposit refund.

Signature of Applicant

Date

OFFICIAL USE

Acct No

Reading