



City of Bridge City
 260 Rachal / PO Box 846
 Bridge City, TX 77611
 (409) 735-6801

LANDLORD -UTILITY SERVICE APPLICATION

NEW ACCOUNT # _____

DEPOSIT AMOUNT: \$ _____

RECEIVED: _____ **BILLED:** _____

APPLICATION DATE: _____ **SERVICE DATE:** _____

INSIDE CITY LIMITS OUTSIDE CITY LIMITS WATER SEWER SANITATION

SERVICE ADDRESS: _____

MAILING ADDRESS: _____

BUSINESS NAME: _____

TYPE OF BUSINESS: _____

FEDERAL ID # (EIN): _____

CUSTOMER NAME (LANDLORD): _____

DL OR STATE ID#: _____ **SSN#:** _____ **D.O.B:** _____

MOBILE #: () _____ **HOME #:** () _____ **OFFICE #:** () _____

PLEASE NOTE:

1. A landlord application must be on file for each property you manage.
2. A deposit is required to have services turned on in your name for each service address you manage.

Option 1 (Keeping Services On):

1. You may choose to have us hold the deposit on file for this service address and automatically switch services into your name when the tenant submits a notice to disconnect and finalizes their account.
 - a. If you choose to keep services on while the property is vacant, you will be responsible for the payment of services until a new tenant establishes an account in their name.
 - b. Under this option, you may also place a vacation hold on services, disconnecting them temporarily to avoid incurring monthly bills until a new tenant is found.

Option 2 (Turning Services on and off as Needed)

1. You may choose **NOT** to have us hold your deposit. Instead, you can complete a new application and pay a new deposit whenever you need services turned on in your name at any of the properties you manage.
2. Under this option, services will be disconnected and will remain so until you or a new tenant submits an application and pays the deposit for the new service.

FOR THIS SERVICE ADDRESS I CHOOSE : _____ **OPTION 1** _____ **OPTION 2**

PER ORDINANCE #04-12: All charges on water/sewer/sanitation bills are due and payable on or before the 18th of each month. All bills shall be considered rendered when sent out to the consumer by the accounting and collection division of the department of public utility services in ordinary mail, e-mail, or left at the address of the consumer. **The failure of the consumer to receive any such bill in no way relieves the consumer of the duty and necessity of paying for the service furnished by the city to such person.**

All bills are due upon receipt. Any bills not paid in full by the 18th of each month shall be deemed past due and delinquent. Should the 18th fall on a Saturday, Sunday, or Holiday, those payments in the City's drop box and post office box at 8:00 a.m. on the next working day will not be considered delinquent. Any bill not received (paid) in full by the 18th of each month shall be assessed a late fee of \$10.00.

If a bill remains unpaid on the 28th of each month, there will be a refusal of further service to such person until the account balance plus a disconnect/reconnect fee have been paid.

IF SERVICES ARE TERMINATED MORE THAN THREE (3) TIMES IN A TWELVE (12) MONTH PERIOD AN ADDITIONAL DEPOSIT WILL BE REQUIRED.

Should you have any questions concerning your bill, contact the utility billing department at (409) 735-6801 before the 28th of the month and request a meeting with the City Manager or Finance Director. You are entitled to an examination of your bill and a hearing to determine if the bill is correct.

THE CITY OF BRIDGE CITY WILL NOT BE RESPONSIBLE FOR ANY DAMAGE INCURRED BECAUSE OF LEAKS OR OPEN FAUCETS AT ANY TIME.

H.B. 859 entitles each utility customer to request confidentiality of personal information regarding their utility account.

I understand that if I leave an unpaid balance on my utility account, that balance will be sent to collections. I acknowledge that additional fees may be applied and that this could affect my credit score. Furthermore, I am aware that all account information provided will be used to assist in the collection of this debt.

PLEASE INITIAL:

I hereby request that all personal information regarding my account be made confidential.

I understand any unpaid balance may be sent to collections, result in additional fees, and affect my credit score.

I UNDERSTAND AND AGREE TO ALL THE TERMS OF THIS APPLICATION.

Customer Signature: _____

Employee Initials: _____

I. PURPOSE: The City of Bridge City (hereinafter referred to as "City") is responsible for protecting the drinking water supply from contamination or pollution, which could result from improper system construction or configuration on the retail connection owner's side of the meter. The purpose of this service agreement is to notify each customer of the restrictions which are in place to provide this protection. The public water system enforces these restrictions to ensure the public health and welfare. Each retail customer must sign this agreement before the City begins service. In addition, when service to an existing retail connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.

- II. RESTRICTIONS:** The following unacceptable practices are prohibited by State regulations.
- a. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an airgap or an appropriate backflow to prevention device.
 - b. No cross-connection between the public drinking water supply and a private drinking water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an airgap or a reduced pressure-zone backflow prevention device.
 - c. No connection which allows water to be returned to the public drinking water supply is permitted.
 - d. No pipe or pipe fitting which contains more than .25% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.
 - e. No solder or flux that contains for than 0.2% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.

III. SERVICE AGREEMENT: The following are the terms of the service agreement between the City of Bridge City (the Water System) and _____ (the Customer).
(print name)

- a. The City will maintain a copy of the agreement as long as the Customer and/or premises are connected to the Water System.
- b. The Customer shall allow his/her property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the City or its designee prior to initiating a new water service, when there is reason to believe that cross-connections or other potential contamination hazards exist, or after any major changes to the private water distribution facilities. The inspections shall be conducted during the City's normal business hours.
- c. The City shall notify the Customer in writing of any cross-contamination or other potential contamination hazard, which has been identified during the initial inspection or periodic inspection.
- d. The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his/her premises.
- e. The Customer shall, at his/her expense, properly install, test, and maintain any backflow prevention device required by the City. Copies of all testing and maintenance records shall be provided by the City.

