



# New Utility Account Application

Deposit is due before service is connected

Must Include Owner Authorization Form if Renting or Leasing

Today's Date: \_\_\_\_\_ Effective Date of Service: \_\_\_\_\_

# Of Residents / Occupants (home or business): \_\_\_\_\_

(to assist when determining if usage is higher than normal / potential leak)

Berryville Service Address: \_\_\_\_\_

OWNER: Closing/Purchase Date: \_\_\_\_\_ TENANT: Move In/Lease Date: \_\_\_\_\_

Business Name: \_\_\_\_\_  
(Owner or President of Business MUST complete & sign application)

Business Federal EIN #: \_\_\_\_\_

Business Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Name: \_\_\_\_\_  
(must be on deed / listed on lease & present to sign application)

Co-Applicant Name: \_\_\_\_\_  
(must be on deed / listed on lease & present to sign application)

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

## APPLICANT (including businesses)

## CO-APPLICANT (including businesses)

SS# (applicant): \_\_\_\_\_  
Businesses may use FEIN # here

SS# (co-applicant): \_\_\_\_\_  
Businesses may use FEIN # here

Date of Birth (applicant): \_\_\_\_\_

Date of Birth (co-applicant): \_\_\_\_\_

Driver's License Issued State (applicant): \_\_\_\_\_

Driver's License Issued State (co-applicant): \_\_\_\_\_

Driver's License # (applicant): \_\_\_\_\_

Driver's License # (co-applicant): \_\_\_\_\_

Cell Phone (applicant): \_\_\_\_\_

Cell Phone (co-applicant): \_\_\_\_\_

Work Phone (applicant): \_\_\_\_\_

Work Phone (co-applicant): \_\_\_\_\_

Employer (applicant): \_\_\_\_\_

Employer (co-applicant): \_\_\_\_\_

The above information is required for use by the Town of Berryville to contact you and / or collection purposes.

## OWNER INFORMATION

Settlement Agency: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_

## TENANT INFORMATION

Landlord Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_

Applicant Signature

Co-Applicant Signature

### PLEASE NOTE

We Bill Monthly - Payment is DUE by the 15<sup>th</sup> of Every Month to Avoid Penalties  
Any Past Due Amount is Subject to a 10% Penalty & a \$50 Admin Fee/Disconnection of Service. Deposits are not transferable. Minimum charges accrue even if service is off/disconnected/meter removed.  
\$50 Return Check / ACH Fee  
Sign up for ACH (Auto-Payment) - Withdrawn on the 15<sup>th</sup>  
By signing this application you agree to the policies and procedures of the Town of Berryville.  
(Policies & Procedures are subject to change with and /or without notification)