



# Utility Application

## Payments Due the 15<sup>th</sup> of Each Month

Utility Service Sign up – *print legibly with black/blue pen*

Return to 312 E. Maple St, City Hall, Centerville, IA 52544

Drop off in the office, Mail to the Office, Put into the drop box on the north side of City Hall, or email to cityhall@centerville-ia.org

### Service Holder's Information

Full Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
*First M.I. Last*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

Email Address: \_\_\_\_\_

Main Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Date to Start Service: \_\_\_\_\_ Social Security No\*: \_\_\_\_\_

I would like to opt out of <a href="#">paperless billing?</a> (Additional Fee Applies)	YES <input type="checkbox"/>	NO <input type="checkbox"/>	I would like to opt out of <a href="#">auto pay?</a>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Rent?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Own?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

### Landlord Information

Name or Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

### Automatic Payment Information – attach voided check or bank info card

Financial Institution: \_\_\_\_\_

<i>Name</i>	<i>Street Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
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Bank Routing No: \_\_\_\_\_  
 (First set of numbers on your check including all zeros)

Account No: \_\_\_\_\_  
 (Second set of numbers)

I hereby authorize the City of Centerville to initiate variable debit entries to my (our) checking/saving account indicated above and the above named bank to debit my (our) account. This authority will remain in effect until I notify the City of Centerville.

Also I understand that I remain responsible to pay for utility services in the event that a charge to my account is dishonored, for whatever reason, and that the City of Centerville retains its normal collection rights.

Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Deposit Information**

**Deposit Amount:**

The above referenced deposit is intended to guarantee payment of bills and is required for each account. An additional deposit may be subsequently required if the deposit is found insufficient and the account becomes marked by untimely payments.

The amount of deposit shall be determined in accordance with the Centerville Municipal Waterwork's rules and regulations, Centerville City Code, and applicable rules of the Iowa State Commerce Commission. I understand that this deposit will be applied to my account upon termination of services. If the deposit is more than my "final bill", I will promptly pay the balance due. If payment is not received within 30 days of final bill issuance, my account will be turned over to the State of Iowa's Income Offset Program. A \$6 administrative fee will be added. If the deposit is more than my "final bill", the City of Centerville will refund the credit balance.

**Understanding the Water bill:**

The City of Centerville services water, sanitary sewer, and storm water.

**Delinquent Water bills:**

A ten percent (10%) late fee is added to my bill every time my bill is not paid in full by 8:00 a.m. on the 16<sup>th</sup> of the month. Should I not pay the amount due by 8:30 am on the 1st of the subsequent month, an additional \$25 nonpayment fee will be added to my account regardless of disconnection of service. If my water has been disconnected, water service is restored after a full payment and during working hours of 8:00 am to 2:30 pm Monday through Thursday.

**Additional Contact OR Alternative Billing Address**

Name or Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Social Security Number or TIN: \_\_\_\_\_

\_\_\_\_\_

**Irrigation Meters**

Residents have the option to purchase a second meter for outdoor water usage. The secondary meter will only track outdoor consumption and deduct the sewer fee for that water used. Homeowner is responsible for plumbing the home to prepare for the meter. Once plumbing is complete a secondary meter must be purchased at Centerville City Hall. Once a secondary meter is installed there is a monthly minimum fee even when outdoor water is not used.

Visit <https://www.centerville-ia.org/municipal-water> or contact City Hall at 641.437.4339 for more details.

By initialing this section this indicates that I have read the above information:

Homeowner initials: \_\_\_\_\_

**Signature**

I, hereby request utility services, for the premises listed above beginning on the \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_, pursuant to the rules and regulations of the City of Centerville. I agree to pay all bills rendered by the City of Centerville until I give notice to the City of Centerville to discontinue said utility services.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*I understand that in giving my social security number that it can be used by the City of Centerville to collect unpaid debt.