



# Commercial Application for Water and Sewer

Today's Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Number of Employees

\_\_\_\_\_  
Heat Source

\_\_\_\_\_  
Service Address for Water/Sewer

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

\_\_\_\_\_  
Company Tax ID Number

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

\_\_\_\_\_  
Billing Contact Name and Number

\_\_\_\_\_  
Emergency Contact Name and Number

**\*\*I/WE THE ABOVE SIGNED, CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.**  
**\*\*I/WE UNDERSTAND THAT PAYMENT FOR WATER/SEWER SERVICE IS REQUIRED IN FULL BY THE 15<sup>TH</sup> OF EACH MONTH. A LATE FEE OF 10% IS APPLIED TO ALL PAST DUE ACCOUNTS.**  
**\*\*IT IS ALSO UNDERSTOOD THAT IF THE ACCOUNT BECOMES PAST DUE, THE CITY OF AUDUBON WILL PROCEED WITH SHUT-OFF ACCORDING TO THE CITY ORDINANCE. IF, AFTER PROPER NOTIFICATION THE APPLICANT DOES NOT PAY THE PAST DUE BILL IN FULL, THE WATER SERVICE SHALL BE SHUT-OFF. THE PROPERTY OWNER WILL THEN BE REQUIRED TO PAY THE ACCOUNT IN FULL, PLUS A NON-REFUNDABLE DISCONNECTION & RECONNECTION FEE OF \$30.00.**  
**\*\*IT IS OUR RESPONSIBILITY TO NOTIFY THE CITY OFFICE IN WRITING WITH A DATE AND FORWARDING ADDRESS WHEN VACATING THE PREMISES. SERVICES WILL REMAIN IN MY/OUR NAME UNTIL PROPER NOTIFICATION IS RECEIVED.**  
**\*\*There is a \$15.00 New Account Fee that will be billed on your first bill\*\***

\_\_\_\_\_  
Owner/President/CEO Name

\_\_\_\_\_  
Owner/President/CEO Signature

\_\_\_\_\_  
VP/CFO Name

\_\_\_\_\_  
VP/CFO Signature

## FOR CITY CLERK OFFICE USE ONLY

Application Received \_\_\_\_\_

Account Number \_\_\_\_\_

Entered into computer \_\_\_\_\_

Staff Member \_\_\_\_\_