



**NEW UTILITY SERVICE APPLICATION**

LAST NAME ( )	FIRST NAME	MIDDLE NAME	SOCIAL SECURITY NO.
PHONE NUMBER	EMAIL ADDRESS	EMERGENCY CONTACT	PHONE NUMBER
<u>CONNECTION INFORMATION</u>		CONNECTION DATE	
HOUSE NUMBER CONNECTION DATE:	STREET / /	<u>Moulton</u> CITY	<u>77975</u> ZIP CODE
<u>BILLING ADDRESS:</u>	STREET	CITY, STATE	ZIP CODE
<u>DEPOSIT REQUIREMENTS:</u>	ELECTRIC: \$250.00/\$350.00	WATER: \$50.00/\$100.00	AMOUNT PAID:\$

**TRASH SERVICE:**  
 Household trash every Monday. Recycle service every other Tuesday.

**SIGNATURES:**

I understand that I am financially responsible for the above noted account. I understand that if I fail to pay my monthly bill by the due date there will be a 10% late fee added to my total amount due.

---

**APPLICANT SIGNATURE** **DATE**

Customer Service can be reached at 361-596-4621 or by Fax at 361-596-7075 on Monday through Friday from 8:00 a.m. to 4:30 p.m.

**General Information:**

Photo ID's are required on all new accounts.

Monthly Billing is mailed on or before the 03<sup>rd</sup> of each month. **Utility payments are due on the 15<sup>th</sup> of each month.**

Household Trash Carts **must** be placed curbside by 7:00 a.m. each Monday.

Recycle Carts are serviced on Tuesday of every other week. Recycle Pick Calendars are available at City Hall.

City Hall is located at 102 S. Main Street. Office Hours are Monday-Friday, 8:00 a.m. to 4:30 p.m.

City of Moulton mailing address is: P. O. Box 369, Moulton, TX 77975

<b>FOR OFFICE USE ONLY:</b>		
<b>Beginning Read:</b>	<b>Electric:</b> _____	<b>Water:</b> _____
<b>TDS Notified:</b>	<b>YES NO</b>	<b>Date:</b> _____
<b>Deposit Paid:</b>	<b>Date:</b> _____	<b>Amount:</b> _____

## UTILITY SERVICE AGREEMENT

1. **PURPOSE:** The City of Moulton is responsible for protecting the City's drinking water supply from contamination or pollution which could result from improper plumbing practices, as well as protecting the electrical distribution system from dangers due to improper electrical practices. The purpose of this Utility Service Agreement is to notify each customer of the restrictions which are in place to provide this protection and the City enforces these restrictions to protect the public health and welfare. Each customer must sign this Agreement before the City of Moulton will begin service. In addition, when service to an existing connection has been suspended or terminated, the City will not re-establish service unless it has a signed copy of this Agreement.
2. **RESTRICTIONS:** The following unacceptable utility practices are prohibited:
  - A.** Direct connection between the public drinking water supply and a private water system. Potential threats to public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or an appropriate backflow prevention device.
  - B.** Cross-connection between the public drinking water supply and a private water system. Potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device between the two systems.
  - C.** Any connection which allows water to be returned to the public drinking water supply.
  - D.** Pipe or pipe fitting which contains more than 8.0% lead when used for the installation or repair of plumbing at any connection which provides water for human use.
  - E.** Solder or flux which contains more than 0.2% lead when used for installation or repair of plumbing at any connection which provides water for human use.
  - F.** Direct connection of incoming electrical service to the interior wiring for the purpose of bypassing an electrical service meter or breaker box, or any plumbing connection for the purpose of bypassing a water meter. Such practice constitutes theft of service and will be prosecuted and service will be terminated.
  - G.** Sharing of any service through cross connections of any kind between an authorized service and one or more that have been terminated.
3. **TERMS:** The following are the terms of the Service Agreement between the City of Moulton and  

---

(Customer Name)

  - A.** The City will maintain a copy of this Agreement as long as the Customer and/or the premises are connected to the City services.
  - B.** The Customer shall allow his property to be inspected for possible prohibited plumbing and/or electrical practices. These inspections shall be conducted by the City or its designated agent prior to initiating service and periodically thereafter if required. The inspections shall be conducted during the City's normal business hours unless an emergency should occur.
  - C.** The City shall notify the Customer in writing of any prohibited plumbing and/or electrical practices which have been identified during the initial inspection or the periodic re-inspection.
  - D.** The Customer shall immediately correct any prohibited practices on their 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 to the City.
4. **ENFORCEMENT:** If the Customer fails to comply with the terms of the Utility Service Agreement, the City shall, at its option, either terminate service or take appropriate action as may be required. Any expenses including labor and materials, associated with enforcement of this Agreement shall be billed to the Customer.

---

APPLICANT SIGNATURE

---

DATE

## UTILITY BILLING INFORMATION

**1. TIMES:**

**A.** Service meters are read on or about the last day of the month.

**B.** Utility bills for services will be mailed on or before the 03<sup>rd</sup> day of each month with payment due by the close of business on the 15<sup>th</sup> of each month, unless the 15<sup>th</sup> occurs on a weekend or holiday, in which case, the payment is delinquent if not paid by the close of business on the next regular business day.

**C.** A utility bill is delinquent if not paid by the due date. If a Customer fails to pay the monthly service charge due:

**I.** Access a Late Penalty Fee in the amount of 10% of the total monthly service charge due;

**2.** Promptly issue a second written notice to the non-paying Customer restating the amount owed plus the 10% penalty owed by the Customer.

**D.** Utility service shall be terminated if a Customer fails to pay their utility bill(s) by the 20<sup>th</sup> of the month unless the 20<sup>th</sup> occurs on a weekend or holiday, in which case, utility service shall be terminated the next regular business day.

**E.** Failure of the Customer to receive a utility bill from the City shall in no way relieve the Customer of the duty to pay for rendered services.

**F.** The City reserves the right to change its billing cycles if the work load or other factors require such a change. After a billing period has been changed, the billing shall be sent on the new change date unless otherwise determined by the City.

**2. ADMINISTRATION PROVISIONS**

**A.** A Customer whose utility services have been terminated must pay the delinquent amount in full before utility services will be re-connected.

**B.** Customers may establish a new service only if all previous services provided at a previous location have been paid in full.

**3. RE-CONNECTION OF SERVICES:**

**A.** A Customer whose utility services have been terminated must pay the delinquent account in full before utility services will be re-connected.

**B.** Customers may establish a new service only if all previous services provided at a previous location have been paid in full.

**C.** A re-connection fee of \$50.00 shall be paid before service can be restored.

**4. CITY SERVICES PROVIDED:**

**A.** The City provides, in differing areas, electrical service, water distribution, and sewage collection.

**B.** A Customer of one or more City utility services is required to have garbage pick-up provided by a third party provider, and arranged through the City.

**5. UNDERSTANDING:**

I have read the above information and understand the payment requirements for City provided services.

---

APPLICANT SIGNATURE

---

DATE

## SERVICE DEPOSITS

For a person requesting utilities to be connected by the City of Moulton, the following is required:

1. A photo ID from the person(s) requesting utilities to be connected or changed into his/her name, must be provided.
2. A \$250.00 electric deposit is required on each meter for property owners, \$350.00 per meter for renters.
3. A \$50.00 water deposit is required on each meter for property owners, \$100.00 per meter for renters.

Meter deposits will not be refunded until the final bill has been calculated and paid in full. Meter deposits are deducted from the final bill and if any deposit remains, a refund check will be issued to the Customer.

In the event a Customer is moving to another location where utilities are provided by the City of Moulton, a new meter deposit will be required for the services. You may not transfer deposits from one location to the other. Deposits must be held on both locations.

A Customer will be charged a \$25.00 fee for any check issued to the City that is returned as insufficient. If the City receives an insufficient check for any three billing periods in a 12 month period, the Customer will be placed on a cash only basis for a period of 12 months. A minimum of \$150.00 additional deposit will be required to be paid.

---

APPLICANT SIGNATURE

---

DATE

**CONFIDENTIALITY**

A Customer may request that their personal information contained in the City of Moulton's utility records shall be kept confidential.

The City of Moulton utility records, including personal customer information, are subject to disclosure under the Texas Open Records Act (Texas Government Code Chapter 552). Texas Utility Code Section 182.052 allows utilities to keep personal information, such as customer addresses, telephone numbers, account records, and social security numbers, confidential.

If you wish to place a Confidentiality status on your records please complete the portion below.

I request that my personal information, as provided by the Texas Utility Code § 182.052, to be confidential.

Customer Name	Account Number
Address	Telephone Number
City, State, Zip Code	Customer Signature

