



Account #: \_\_\_\_\_

## RESIDENTIAL ACCOUNT REQUIREMENTS

**All of the following items are required:**

- Completed Application
- Lease or proof of ownership
- Picture identification (for each person to be listed on account) Examples: Driver License, Military Identification Card, U.S. Passport
- Proof of Social Security Number (for each person to be listed on account) Examples: Income Tax Return, Paycheck (full social security number must be listed), Social Security Card, W2

### **Complete the following information:**

**PRIMARY APPLICANT:**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ SS#: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

**CO-APPLICANT:**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ SS#: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

**SERVICE INFORMATION:**

New Service (\$50)  Transfer (\$50)  Disconnection

**Connect Address:** \_\_\_\_\_ **Apartment:** \_\_\_\_\_

Connection Date: \_\_\_\_\_  8:00AM – 12:00PM  1:00PM – 3:00PM

\*Note – Service must be requested by 12:00PM for same day service. Someone must be home during time requested.

\*\*A Service Charge of \$25.00 applies to service after 3:00PM and/or on weekends/holidays.

**Disconnect Address:** \_\_\_\_\_ **Apartment:** \_\_\_\_\_

Disconnection Date: \_\_\_\_\_

Mailing Address (if different from Service Address): \_\_\_\_\_

**BILLING NOTIFICATION OPTIONS:**

Please select one of the following options for new and delinquent bill notifications:

- Email Only - I would like to receive notifications for new and delinquent bills by email only. By choosing this option, I understand that I will not receive a physical copy of my bills.

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

- Print Only - I do not want E-mail notifications

**DEPOSIT:**

Your Deposit will be placed on your account. The deposit will remain on file while your account is active. Once your account is closed, your deposit will be applied to any final bills on your account and the remaining deposit balance will be refunded to you by check.

**TRANSFERS:**

I authorize the City of Bellmead to transfer my service and deposit to my new address as indicated on this application. I understand that my current water bill will still be due on the due date listed on my water bill.  
**Failure to pay will result in additional fees and disconnection of service at the new address.**

**ACKNOWLEDGMENTS:**

**Your water service will be connected according to the service date and time you have indicated. Please verify this date and time. Someone must be present for the water service to be turned on. If no one is home and we are unable to leave the water on due to the meter turning, you will be subject to an additional fee for a return trip. The return trip fee is \$50.00 when the request is received by 12:00PM and scheduled for business hours. The return trip fee is \$75.00 if the request is received after 3:00PM or on a weekend or holiday.**

**I hereby release the City of Bellmead from any responsibility due to water damage or broken lines as a result of the water being turned on, and acknowledge that I understand the requirements to have Water Service turned on for the above location. I have read, received a copy, signed, and will abide by the attached Service Agreement Addendum.**

Primary Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**OFFICE USE ONLY**

Deposit: \_\_\_\_\_ Check #: \_\_\_\_\_  ca  cc  mo

Receipt #: \_\_\_\_\_ Rep: \_\_\_\_\_

Meter Number: \_\_\_\_\_ Reading: \_\_\_\_\_

## **Service Agreement Addendum**

- I. **PURPOSE.** The City of Bellmead 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 of Bellmead will begin 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 air-gap or an appropriate backflow prevention device.
  - B. No cross-connection between the public drinking water supply and a private 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 air-gap 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 0.25% 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 which contains more than 0.2% lead can 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 Bellmead (the Water System) and the Customer.
- A. The Water System will maintain a copy of this agreement as long as the Customer and/or the premises is connected to the Water System.
  - B. The Customer shall allow his property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the Water System or its designated agent prior to initiating 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 Water System's normal business hours.
  - C. The Water System shall notify the Customer in writing of any cross-connection or other potential contamination hazard which has been identified during the initial inspection or the periodic reinspection.
  - D. The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his premises.
  - E. The Customer shall, at his expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.

F. The Customer agrees to avoid parking on or over meter boxes and to refrain from tampering with, damaging, or interfering with meter boxes, equipment, or piping. Any such actions, including but not limited to breaking meter boxes or equipment, will result in fines and potential additional penalties.

IV. ENFORCEMENT. If the Customer fails to comply with the terms of the Service Agreement, the Water System shall, at its option, either terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

CUSTOMER'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_