



Residential Utility Account Transfer Application

This form may ONLY be submitted in person.

New Service Information

New Service Address: _____

Date to Transfer Service: ____/____/____
Month Day Year

Owner
*Provide \$150 deposit, D.L. & Deed of Trust

Tenant
*Provide \$200.00 deposit & D.L. & Leasing Agreement

Occupant Name: _____
Last First

Billing Address: _____
Address City State Zip

Home Phone: _____ Cell Phone: _____

Email: _____

Employer: _____ Work Phone: _____

Emergency Property Contact if Leasing: _____

I request that my personal utility account information be kept confidential.

Transfer Information

Current Address: _____

Current Account #: _____

Transfer Bank Draft Information if Applicable: ____ YES ____ NO

Current Deposit Amount: \$_____ (Entire Deposit will be transferred, if there is no deposit on file a deposit must be paid before transferring service)

Current Balance: \$_____ (Must be paid before services can be transferred)

*** * * SEE NOTIFICATION OF TERMS AND CONDITIONS ON REVERSE SIDE * * ***



One Troyan Drive, Meadows Place, TX 77477 • (281) 983-2950
Fax (281) 983-2940, utilities@cityofmeadowsplace.org
Monday-Friday, 9:00 a.m. - 4:00 p.m.

*****NOTIFICATION OF TERMS AND CONDITIONS FOR UTILITY ACCOUNTS*****

Please initial the following:

_____ I understand that a deposit, \$150 for an owner and \$200 for a renter, is required with my driver's license and/or my Leasing Agreement or my Deed of Trust at time of application for utilities service. This deposit will be applied towards my final bill upon written notification to close the account.

_____ I understand that as a subscriber (applicant), I agree to take and use said utilities service at the rates, which are set by the City of Meadows Place.

_____ I understand a late fee in the amount of 10% of the current balance will be assessed if my account is delinquent.

_____ I understand that failure to pay all charges when due may result in the discontinuation of all services without notice.

_____ I understand that in the event utilities service is discontinued for non-payment, a reconnection charge of \$50.00 and an additional deposit will be required.

_____ I understand that an occupancy inspection & fee of \$75.00 (residential) is required at time of application to the Licensing & Permits Department. A rental registration must also be on file.

Applicant Signature

Date