



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

## 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 \* \* \***



**\*\*\*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