



City of Waynesville  
**Utility Department**

100 Tremont Center  
Waynesville, MO. 65583  
Phone: (573) 774-6171

<b>New Accounts</b> <b>Utility Services Application</b>			
<b>Property Location:</b>		Residential Commercial	<b>Date Service to Begin:</b>
<b>Deposit Required:</b> \$ _____		<b>Account #</b>	
<b>PRIMARY APPLICANT INFORMATION</b>			
<b>NAME:</b> (Last, First Middle Initial)		<b>Date of Birth:</b>	<b>SSN #:</b>
<b>Applicant Status:</b> (Please check all that apply)    Renter    Landlord    Homeowner			<b>Property Manager:</b>
<b>Home Phone:</b>	<b>Work Phone:</b>	<b>Cell Phone:</b>	
<b>Mailing Address:</b>		<b>City, State, Zip Code</b>	
<b>Email Address:</b>		<b>Do you wish to participate in E-Billing:</b> Yes                      No	
<b>CO-APPLICANT INFORMATION</b>			
<b>NAME:</b> (Last, First Middle Initial)		<b>Date of Birth:</b>	<b>SSN #:</b>
<b>Relationship:</b>		<b>Cell Phone:</b>	
<b>EMPLOYER INFORMATION</b>			
<b>Name:</b>		<b>Phone:</b>	
<b>Address:</b>		<b>City, State, Zip Code</b>	
<b>EMERGENCY CONTACT INFORMATION</b>			
<b>Name of Relative/Associate not living at residence:</b>			<b>Phone</b>
<b>Mailing Address:</b>		<b>City, State, Zip Code</b>	
<b>CITY ORDINANCE ON DELINQUENT BILLS – SECTION 615.170</b> All bills for utility services furnished by the City shall be paid by the 15 <sup>th</sup> day of the month next succeeding the month in which meter-reading period ended, and if not so paid by the date then the same shall become delinquent and such bills shall be automatically increased by 10%. If the bill, including the said automatic increase, is not paid by the 1 <sup>st</sup> day of the next succeeding month then the City may disconnect utility services to that customer. A written notice stating that the customer's services are about to be discontinued shall be mailed to the customer at least 2 days prior to such disconnection; provided, however, that the failure of the City to mail, or the failure of the customer to receive this notice shall not affect the City's right to disconnect services. A <b>SERVICE FEE</b> for \$25.00 residential or \$100.00 commercial will be charged. Effective January 1, 2003 an ordinance was passed (Ord #1805) declaring that if a utility customer is turned off two or more times for non-payment of a utility bill the customer's service will not be turned back on until the past due and current bills are paid plus the service fee. <b>Note:</b> Payments put into the drop box after 5:00p.m. will be next day's business and penalties may apply. <div style="text-align: right;"><b>Applicant Initials</b> _____ <b>Co-Applicant</b> _____</div>			
<b>Applicant Signature:</b>			<b>Date:</b>
<b>Co-Applicant Signature:</b>			<b>Date:</b>
<b>Gas Appointment Date:</b>		<b>Time:</b>	