

City of Charles City: Utility Application



This form is for customers applying for utility service including water, sewer, garbage, recycling and yard waste services provided by the city of Charles City.

A \$90.00 utility deposit is required of all customers in order for the municipal utility services account to be put into the customers' name. The deposit may be waived if the customer has either an existing utility services account with the city of Charles City that is current and shows history of good payment or the customer can provide a letter of good credit from their previous municipal utility provider (in the applicant's name).

A history of good payment history or letter of good credit means that the customer can have only one late payment, or has not had the water shut off for non-payment in the previous twelve (12) months.

The \$90.00 deposit will be refunded after one year if the customer has a history of good payment as described above. If the customer has a deposit on file at the time they move out, the deposit will be applied to the final bill for that account. If the final bill is less than the deposit, the remaining balance will be refunded.

Customer Name: _____

Date: _____

Phone Number: _____

Service Address: _____

Renting: Buying:

Mailing address if Different: _____

Move in Date: _____

\$90 Deposit:

Good Payment History:

Letter of Credit:

I would like my utility bills to be emailed to this address: (Optional)

Customer Signature: _____

Office Use Only

Checked Photo ID: Yes or No

Account Number: _____