



Account #: _____

9418 John Sevier Road • P. O. Box 58 • New Market, VA 22844

NEW UTILITY ACCOUNT APPLICATION

Date of Application: _____ Effective Date of Service: _____

Applicant Name: _____ Co-Applicant Name: _____

Service Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

APPLICANT INFORMATION (Incomplete applications may delay service)

Home Phone: _____ SS#: _____

Work Phone: _____ Driver's License #: _____

Cell Phone: _____ Date of Birth: _____

Employer: _____ Co-App SS# & DOB: _____

Email address: _____

Signature: _____

INFORMATION

- **Utility Bills are due on the 15th of each month, unless a weekend or holiday. It is then due the next business day. After the 25th of the month, a 10% late fee will be charged to the account.**
- **A connection fee of \$15.00 will show as a previous balance on the first bill.**
- **A minimum bill is 1,700 gallons.**
- **Garbage collection is every Friday, unless noted otherwise.**
- **Deposit for Renters is \$175 plus a \$15.00 connection fee and is due BEFORE service is connected.**

PLEASE NOTE:

- We offer ACH and Automatic Withdrawal on a Credit Card
- We bill every month. Bills are issued on the first day of the month.
- When moving out, please call for a final read and provide a forwarding address. Tenant must notify the Town Office of move-out and request disconnection of service in order to prevent additional charges from accruing. Deposits are refundable. When the account is closed the deposit is applied to the final balance on the account as well as any taxes due to the town for the current year. The customer will either receive a refund check or be billed for the difference.

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www.newmarketvirginia.com