



# UTILITY SERVICE APPLICATION

City of Montgomery

• 101 Old Plantersville Rd, Montgomery Texas 77316  
• (936)-597-6434 • [www.montgomerytexas.gov](http://www.montgomerytexas.gov)

SERVICE ADDRESS:	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial
ACCOUNT NAME:	<input type="checkbox"/> Owner <input type="checkbox"/> Tenant
EMAIL:	
MAILING ADDRESS:	
DRIVERS LICENSE:	
PRIMARY PHONE:	<input type="checkbox"/> Cell <input type="checkbox"/> Work <input type="checkbox"/> Home
SECONDARY PHONE:	<input type="checkbox"/> Cell <input type="checkbox"/> Work <input type="checkbox"/> Home
ACCOUNT START DATE:	
<p><b>IMPORTANT:</b> An account holder may request their personal information be kept confidential. If an account holder makes such a request of confidentiality, the City of Montgomery shall keep their personal information confidential unless required or mandated by law.</p> <p><input type="checkbox"/> Yes, request confidentiality <input type="checkbox"/> No, do not request confidentiality</p>	

<p>◆ I understand that I am responsible for my City of Montgomery Utility bill each month until the City of Montgomery has received a completed disconnect application for my account.</p> <p>◆ I understand that failure to receive a bill does <b>not</b> remove the responsibility to pay the amount due by the due date.</p> <p>★ TO COMPLETE APPLICATION, ATTACH COPY OF <u>DRIVERS LICENSE</u> AND <u>DEED OR LEASE AGREEMENT</u>. ★</p> <p>Applicant Signature: _____</p> <p>Date Completed: _____ Print Name: _____</p> <p><b>Application Fee:</b> \$30.00</p> <p><b>Deposit:</b> <input type="checkbox"/> Residential Homeowner: \$125.00 <input type="checkbox"/> Residential Tenant: \$225.00 <input type="checkbox"/> Commercial Owner: \$250.00 <input type="checkbox"/> Commercial Tenant: \$250.00</p>
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<p><b>FOR OFFICE USE ONLY</b></p> <p>Employee Signature: _____</p> <p>Processed Date: _____</p> <p>Total Amount Paid: _____</p> <p>Meter Read: _____</p>	<div><p>(OFFICE USE)</p><p><b>Account Number:</b></p></div>
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## UTILITY INFORMATION PAGE

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### Residential Garbage:

- ◆ The **Green** can is for Garbage and the **Yellow** can is for Recycling.
- ◆ Both cans must be out by 7am and spaced approximately 4 feet apart from each other with lids closed.
- ◆ Trash days are Wednesday every week. There are separate trucks for Garbage and Recycling.
- ◆ It is the Resident's responsibility to verify the number of cans you are being billed for is correct.
- ◆ If your Garbage or Recycling is missed, please leave your trash can(s) at the curb and call the Utility Department at (936)-597-3275 on the following Thursday so we can send the truck back out to collect.
- ◆ If you are missing a can or your can becomes damaged, please call the Utility Department at (936)-597-3275.

### Billing:

- ◆ Your monthly bill will be mailed to you at the mailing address you provide.
- ◆ You can pay your bill by Phone, Dropbox, Mail, Online, or at City Hall with:
  - Cash, Check, Credit/Debit Card, or Money Order
- ◆ Bills are due monthly between the 15<sup>th</sup>-19<sup>th</sup>. The billing cycle runs from the 17<sup>th</sup> of the previous month through the 17<sup>th</sup> of last month.
- ◆ Late notices are mailed the business day following the due date. Water cutoffs are done on the first Wednesday of each month.

### ACH Draft:

- ◆ It is optional to fill out and return the attached ACH Draft form. If you wish to be on Automatic Draft, please fill out the form, attach a voided check and return to City Hall.
- ◆ You will still receive a bill in the mail, for your records, showing the amount that will be drafted, date of draft, due date and your monthly usage.

### Irrigation (if applicable):

- ◆ If your property has an irrigation system, you may need to check the system settings and adjust to your watering preferences.

*\* I acknowledge that I have read and understand the above listed information.*

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Print Name: \_\_\_\_\_

*If you have any questions or concerns, please call the City of Montgomery Utilities Department at (936)-597-3275.*

*Welcome to The City of Montgomery!*

## SERVICE AGREEMENT

1. **PURPOSE:** The City of Montgomery is responsible for protecting the drinking water supply from contamination or pollution which could result from improper system construction or configuration on the retail connection owner's side of the meter. The purpose of this service agreement is to notify each applicant of the restrictions which are in place to provide this protection. The public water system enforces these restrictions to ensure the public health and welfare. Each retail applicant must sign this agreement before the City of Montgomery will begin service. In addition, when service to an existing retail connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.
2. **RESTRICTIONS:** The following unacceptable practices are prohibited by State regulations.
  - a. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate backflow prevention device.
  - b. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an airgap or a reduced pressure-zone backflow prevention device. A copy of the backflow prevention certificate is to be filed with the city and inspected on an annual basis for recertification.
  - c. No connection which allows water to be returned to the public drinking water supply is permitted.
  - d. No pipe or pipe fitting which contains more than 0.25% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.
  - e. No solder or flux which contains more than 0.2% lead can be used for the installation or repair of plumbing at any connection which provides water for human use.
3. **SERVICE AGREEMENT:** The following are the terms of the service agreement between the City of Montgomery (the Water System) and the Applicant.
  - a. The Water System will maintain a copy of this agreement as long as the Applicant and/or the premises are connected to the Water System.
  - b. The Applicant shall allow his property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the City or its designated agent prior to initiating new water services; when there is reason to believe that cross-connections or other potential contamination hazards exist, or after any major changes to the private water distribution facilities. The inspection or the periodic reinspection.
  - c. The Water System shall notify the Applicant in writing of any cross-connection or other potential contamination hazard which has been identified during the initial inspection or the periodic reinspection.
  - d. The Applicant shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his premises.
  - e. The Applicant shall, at his expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.
4. **ENFORCEMENT:** If the Applicant fails to comply with the terms of the Service Agreement, the Water System shall, at its option, either terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Applicant.
5. **BILLING:** Billing occurs near the 17<sup>th</sup> of each month. Payments are due on the 17<sup>th</sup> of the following month. A 10% fee will be incurred for late payments. Nonpayment will result in service being terminated. A \$50.00 disconnect fee applies plus payment of the full balance owed.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_