**COWAN BOARD OF PUBLIC UTILITIES
APPLICATION FOR WATER SERVICES**Account Number\_­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Meter #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Reading\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**FOR OFFICE USE ONLY**

Applicant Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Spouse Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address for new service\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Mailing address if different\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Residential\_\_\_\_\_\_\_\_\_\_\_\_ Commercial\_\_\_\_\_\_\_\_\_\_\_\_\_
Do you Own \_\_\_\_\_\_\_\_\_\_\_ or Rent\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the address for new service?
Landlord Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Contact not residing at location who may be contacted in case of emergency.
Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you or your spouse had service in Cowan before?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
If so, what name was the service in?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date you would like water service to begin \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PERSONAL INFORMATION**

Cell Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Alternate #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Social Security #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Driver’s License #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Spouse Social Security #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Driver’s License #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Previous Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Length of time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Spouse Employer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Length of time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please sign and date following page to agree with the
Board of Public Utilities terms of service.**

**Terms of Service**

1. The undersigned hereby has applied for the water service at the address shown above and agrees to pay for said services measured by the City of Cowan’s Board of Public Utilities Meters and according to the rates applicable.
2. The applicant agrees to permit employees of the Cowan Board of Public Utilities free access to the premises of the consumer for the purpose of inspecting, reading, repairing or removing property of the Cowan Water Department.
3. The applicant understands the billing procedure as set forth in his/her copy of “Facts for CBPU Water Customers” and has received a copy.
4. The applicant understands that it his/her responsibility to pay all City costs, collection fees, and/or attorney fees if her/her account is turned over for collection.

Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**COWAN BOARD OF PUBLIC UTILITES**

**301 CUMBERLAND STREET EAST**

**PO BOX 338**

**COWAN, TN 37318**

**931-967-7318**

**Office hours are 7:30 AM to 4:00 PM Monday thru Friday.**

**The office is closed for lunch each day from 12:00 to 12:30 for lunch.**

Homeowner

Property owners pay a $50.00 cut on fee which is non-refundable.

Renter

Renters pay a $50.00 cut on fee and a $150.00 deposit. The balance of the deposit is refundable once applied to final bill. The $50.00 cut on fee is non-refundable.

* Bills are due in the office on or before the 15th of every month and may be paid at the office during regular business hours or put in the night deposit located to the right of the front door of City Hall. Payments may also be mailed to the address above. Failure to receive a bill by mail does not release you from liability to pay the amount due.
* A 10% late charge penalty is posted to all unpaid bills on the 16th of every month. (Unless the 15th falls on a Saturday or Sunday)
* If bills are unpaid by 7:30 AM on the morning of the 26th, a $50.00 non-payment fee will be added to all unpaid accounts. Services will be discontinued without notice. (If the 26th falls on a Saturday or Sunday, services will be discontinued on the next business day.)
* The balance of the water bill in addition to the $50.00 non-payment fee must be paid in full for services to be reconnected. Services will be reconnected by the end of business day. Checks will not be acceptable payment for reconnection.
* Payments made on accounts with checks or drafts that are returned for insufficient funds will be charged a $35.00 fee and services will be discontinued without notice.
* A $12.00 charge for garbage pickup is added to your water bill each month. Garbage is picked up each Monday on the West side and Tuesday on the East side of town. The City requires you to place your garbage in a sturdy can with a handle and lid. Garbage cans may be no larger than 32 gallons in size.
* Customers have the responsibility to keep their meter accessible to meter readers. No cars are to be parked over meters and dogs should be chained away from meters.
* It is the responsibility of the customer to inform the Water Clerk at City Hall when you move and no longer need water service. Failure to do so will result in the continuation of bills being generated each month which you will be responsible for.

I have read and understand FACTS FOR CBPU WATER CUSTOMERS

Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_