

MAINTENANCE FORM

FINAL _____ CHANGE _____

TODAY'S DATE _____ REQUESTED DATE _____

ACCOUNT # _____

LOCATION # _____

SERVICE ADDRESS _____

NEW OWNER _____

BILLING ADDRESS _____
(IF DIFFERENT THAN SERVICE ADDRESS)

CITY, STATE & ZIP CODE _____

PHONE # (HM) _____ WORK # _____

TURN ON TIME _____ TURN OFF TIME _____

PROPERTY CHARGES

*** BALANCE ON ACCT _____	DUE THRU PAID THRU _____
MINIMUM OWED _____	DUE THRU _____
TURN ON/OFF FEE _____	(CREDITS) _____
OVERAGE DUE _____	
STORM WATER CHARGES _____	

A \$15.00 FEE IS CHARGED FOR ALL FINALS OR TRANSFERS

GRAND TOTAL \$ _____

IF THERE IS A BALANCE ON ACCT, A \$5.00 LATE FEE or 1.5%, (WHICH EVER IS GREATER), WILL BE ADDED IF PAYMENT IS NOT RECEIVED BY THE 5TH!

**** WATER DEPARTMENT USE ONLY ****

CURRENT READ _____	RES / COM _____	IN / OUT _____
PREVIOUS READ _____	# OF UNITS _____	
USAGE _____	SIZE METER _____	
MIN GAL USED _____	CYCLE 1 2 3 4 _____	
OVERAGE RATE 1 _____		
OVERAGE RATE 2 _____		
ZONE CHARGE AMOUNT _____		
TOTAL OVERAGES DUE _____		

**** WATER DEPARTMENT USE ONLY ****

SQUARE FEET _____

RATE _____

TOTAL STORM WATER DUE _____

REQUESTED BY _____