

CITY OF STAUNTON
 WATER DIVISION
 101 W Pearl St
 Staunton, IL 62088
 618-635-2233

OFFICE USE ONLY

Account #	_____	Prior Debt
Location	_____	DL copy
Prior Read	_____	Pre-Annex
Current Read	_____	Deposit Paid/TSF
Mail Route	_____	Initials

Check One: Homeowner Renter

If renter - Need signed written permission form from landlord

If Homeowner - Need proof of ownership

Service Start Date _____ # of Occupants _____

Name: _____ Spouse or other Adult Applicant: _____

Maiden Name: _____ Maiden Name: _____

Phone #: _____ Phone #: _____

DL #: _____ DL #: _____
 (attach copy) (attach copy)

Date of Birth: _____ Date of Birth: _____

Service Address: _____ Mailing Address: _____
 (if different than service address)

Landlord Name: _____ City, State and Zip _____

Have you had water service in Staunton before? If yes, last address: _____

The following information is requested by the Federal Government in order to monitor compliance with Federal Laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race, ethnicity and sex of applicants on the basis of visual observation or surname.

I do not wish to furnish this information

Ethnicity:	Hispanic or Latino	Sex:	Male
	Not Hispanic or Latino		Female

Race: (mark all that apply)

White	Black or African American
Asian	Native Hawaiian or Other Pacific Islander



Non-Discrimination Statement: This institution is an equal opportunity provider and employer.

WATER USER'S AGREEMENT

The undersigned, being the (owner) or (occupier) of land located within the Staunton Water Supply District, hereby makes application on this _____ day of _____, 202__ to the City of Staunton for a water service connection, and if water service is made available by the City, agrees to the following conditions:

1. If I am tenant (renter) I hereby tender \$200.00 as a water meter deposit and guarantee that my bills will be paid when due. In the event service to the User is terminated, either voluntarily by the User, or by the City for cause the deposit shall be held and applied by the City to unpaid balances owing on the User's account. Should the account be fully paid at the time of termination of service to the User, the deposit shall be refunded by the City within a reasonable time thereafter.
2. If I am the homeowner, I have shown proof of ownership.
3. To pay the amounts owed monthly for water and or sewer service at the rate stated in the current rate schedule adopted by the Staunton City Council. Water and or sewer charges will commence on the date service is made available. Any changes made in the water/sewer rate schedule by the Staunton City Council shall become a part of this agreement as though full set out herein.
4. The standard water service connection is for the sole use of the Water User, and does not permit the extension of water to transfer water from one property to any other consumer, nor will the User share, resell or sub-meter to any other consumer. The User shall not interfere with the meter, which is the property of the City, and shall take all necessary action to avoid causing damage to the meter and City property. The water meter shall be accessible at all times to the City.
5. The City will read the water meter and bills shall be rendered in accordance with the Staunton City Code. The undersigned agrees to pay said bill timely, in accordance with the City's Rules and Regulations, or be subject to a late charge as set forth by the City Code. Failure to pay a bill by the shut off date shall result in discontinuance of the service. If waterservice is terminated due to non-payment the full balance must be paid to restore service. A \$35 turn off fee and a \$35 turn on fee shall also be applied. Unpaid bills from a previous residence may constitute shut off at the current residence of the User.
6. I understand that if the water service is off upon application for service a turn on fee of \$35 will be applied to my first bill.
7. I agree to ensure that all water service facilities (sink, tubs, faucets/inside and outside, etc.) are turned off, or that someone will be on the property to check for leakage at time service is turned on. I understand that the City of Staunton is not responsible for water damage to the property or its contents.

Additional information:

Water bills can be paid in person at the City Clerk's Office with cash, check, money orders, or credit/debit card (subject to a service fee). The City Clerk's Office is open M-F 8:00am to 4:30pm. After hours depository is located to the left of the front entrance to the City Clerk's Office. Payments can be mailed to City of Staunton, 101 W Pearl St, Staunton, IL 62088. Payments can also be made on our website: www.cityofstauntonil.com using a debit or credit card (subject to a service fee) or the User can agree to have the City automatically deduct payments from their checking/savings account on the due date.

A fee of \$25 will be assessed for any monies returned to the City due to insufficient funds.

Applicant: _____ Date: _____

Applicant: _____ Date: _____

