



**CITY OF FILLMORE**  
**CENTRAL PARK PLAZA**  
 250 Central Avenue  
 Fillmore, California 93015-1907  
 (805) 524-1500 • FAX (805) 524-6714

## APPLICATION FOR UTILITY SERVICES

- Select which utility you want to start:  
 Water & Sewer     Water Only     Sewer Only     Other \_\_\_\_\_
- Select the type of service use:  
 Single-Unit Residential     Commercial     Industrial     Multi-Unit Residential
- Select the kind of security deposit you qualify for:  
 No deposit. I am now or have been a City customer within the last 2 years and have a satisfactory utility payment history during the last 12 months of service.  
 Account #: \_\_\_\_\_ or Service Address: \_\_\_\_\_  
 This account will require a deposit to be determined by City staff.
- Identify who will be responsible for payments:  
 Owner     Buyer, Escrow's closing date is: \_\_\_\_\_     Tenant

Name 1:	Phone 1:	Cell No 1:
Name 2:	Phone 2:	Cell No 2:
Mailing Address:	Driver's Lic.#1:	SSN#1:
City, State Zip Code:	Driver's Lic.#2:	SSN#2:
Emergency Contact:	Phone 3:	Cell No 3:
Employer:	Phone:	
Employer's Address:		
City, State, Zip Code:		

- Check if you are interested in using the following:  
 Auto Debit From Checking Account (Authorization Via A Separate Form Required)  
 Internet Payments Available at <https://fillmoreca.merchantransact.com>

I agree to pay the account set-up fee and to pay for all utility services provided to the service address identified below until I request termination of these services. I agree to comply with all utility policies and procedures required of me by the City of Fillmore. Prior to discontinuing these services, I will notify all parties who share or use these services of my intent to discontinue. I also consent to credit check and employment verification. I have been advised of City utility rate Ordinance and the associated deposits and connection fees.

Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_/\_\_\_\_/\_\_\_\_

Service Address: \_\_\_\_\_ Date Needed: \_\_\_\_/\_\_\_\_/\_\_\_\_

=== SPACE BELOW FOR OFFICE USE ONLY ===

Account No:	Springbrook:	Start Date:	Water Deposit:	Sewer Deposit:	Connection Chg:
		Cycle:	Prior Read:	Current Read:	

If you are a new resident, welcome to the City of Fillmore. Please use this form for water and sewer utility services. Some of the City's policies and procedures are reflected in the guidelines and information below. If you have any questions or concerns after reading what is presented here, then please contact us. We always want to know how we can serve you better.

## **SERVICES**

All new accounts are subject to a one-time set-up fee. Properties with multiple dwelling units may have separate accounts only if there are separate water meters for each dwelling unit. All new accounts must include both water and sewer utilities if the property is connected to the City sewer system. Whenever sewer service is not requested the customer must show how the missing service will be provided or paid for.

## **DEPOSITS**

Existing customers with a satisfactory payment history will not be required to pay a security deposit. Returning customers who have had service within the past 2 years and have a satisfactory payment history will not be required to pay a security deposit.

New or returning customers who lack satisfactory payment history with the City are required to pay a security deposit.

All security deposits will be held without interest. After one (1) year of satisfactory payment of customers account (no more than one delinquency) any deposit amount available will be applied to any balance due on the customer's account for the next billing cycle until the deposit balance is zero upon written request; otherwise deposit will be applied to the account closing bill.

Upon discontinuance of all services, the City will apply any deposit available towards outstanding amounts owed by the customer. Any balance in excess of one dollar will be returned via check to the customer in whose name the original deposit was made. Deposit balance amounts less than one dollar will only be returned to the customer upon written request.

Customers who move from the area and leave no forwarding address with the City and having a deposit in excess of the amount due the City will forfeit their the deposit balance if it remains unclaimed after a period of six (6) months from the date the account was closed.

## **SATISFACTORY PAYMENT HISTORY**

A satisfactory payment history is defined as having been a customer within 24 months of the date of application for a new account and having had no more than one payment delinquency within the most recent 12 months of that service.

## **DELIQUENT ACCOUNTS**

All utility bills are due and payable upon receipt. Utility bills not paid in full by the close of business on or before the 19th calendar day following the date of the bill are delinquent and service may be discontinued. If the 19th day falls on a Saturday, Sunday, or holiday, the delinquency will occur if the payment is not received by the close of business on the next regular business day. A five-percent (5%) late charge will be added to the bill for late payment after the due date to compensate the City for administrative and collection costs, plus interest will accrue at the rate of 1-1/2% per month on the unpaid balance from the due date until paid. Payment in full is required to settle the account.

Any customer who fails to pay delinquent charges by the close of business on the due date specified on a delinquent notice mailed by the City risks the discontinuance of service. Additional fees will apply whenever the City must discontinue or reinstate service. Customer disputes must be made in writing and delivered to the City. For the details of how to file a billing dispute contact City staff.

If you know you will have difficulty paying a City utility service bill, please contact City staff before your bill becomes delinquent. Tenants should note that property owners may request the City mail them a copy of the notice sent to the tenant if the account becomes delinquent.

**CITY OF FILLMORE**

**PROPERTY OWNER AUTHORIZATION AGREEMENT**  
**FOR WATER AND SEWER SERVICE**

- ❖ I certify that I am the owner of the property located at the address identified below as the "Service Property" (the "Property").
- ❖ I authorize the City of Fillmore to place a lien on the Property should billings for the water and sewer service to the Property become past due. I understand that such lien may include additional fees charged to me for the cost of placing a lien.

Owner

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

First Name

Middle Name

Last Name

Owner Signature: \_\_\_\_\_

Date:            /        /        \_\_\_\_\_

Owner Phone #: \_\_\_\_\_

Owner Mailing

Address: \_\_\_\_\_

Number/Street

City, State, Zip

Service Property

Address: \_\_\_\_\_

Fillmore, CA 93015

Number/Street

Parcel #: \_\_\_\_\_

**CITY OF FILLMORE**

**OWNER AUTHORIZATION AGREEMENT**  
**FOR**  
**INITIATION OF SEWER AND WATER SERVICE BY TENANT**

- ❖ I certify that I am the owner of the property located at the address identified below as the “Service Property” (the “Property”).
- ❖ By signing below, I authorize the City of Fillmore to initiate water and sewer service at the Property upon the request of a tenant or other occupant who requests such service. I understand that the City of Fillmore is under no obligation to verify that such requesting party is a tenant at the Property or has my permission to request such service. I agree to defend, indemnify and hold the City of Fillmore harmless from and against any claims, losses, damages or costs asserted against or incurred by the City of Fillmore on account of the initiation of water and sewer service at the Property by a party claiming to be my tenant or resident.
- ❖ I acknowledge and agree that I am responsible for all water and sewer utility service fees, including, without limitation, connection charges, set-up fees, disconnection charges and other costs, even though I may pass such fees and charges on to my tenant. The City of Fillmore’s agreement to bill the tenant directly for such fees and charges is done as an accommodation and shall in no event relieve me, as the Property owner, of my liability for such fees and charges.
- ❖ I authorize the City of Fillmore to place a lien on the Property should billings to my tenant for the water and sewer service to the Property become past due. I understand that such lien may include additional fees charged to me for the cost of placing a lien.

Tenant

Name Print:

\_\_\_\_\_

First Name

Middle Name

Last Name

Owner

Name Print:

\_\_\_\_\_

First Name

Middle Name

Last Name

Owner Signature:

\_\_\_\_\_

Date:

\_\_\_\_/\_\_\_\_/\_\_\_\_

Owner Phone #:

\_\_\_\_\_

Owner Mailing

Address:

\_\_\_\_\_

Number/Street

City, State, Zip

Service Property

Address:

\_\_\_\_\_

Number/Street

Fillmore, CA 93015

Parcel #:

\_\_\_\_\_

Yes \_\_\_ No \_\_\_ I request the City mail me a copy of any Delinquent Account Notices that are generated for Tenants living at this Service Address.