

**CITY OF RICHMOND**

**UTILITY SERVICES**

402 Morton Street  
Richmond, TX 77469  
(281) 342-5456  
(281) 232-8626 Fax



**APPLICATION FOR UTILITY SERVICE**

Service Start Date: \_\_\_\_\_

Name of Applicant(s): \_\_\_\_\_

Name of Person(s) who may make inquiries/payments on my utility account: \_\_\_\_\_

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

Request Waste Receptacle (Poly Cart): Yes \_\_\_\_\_ No \_\_\_\_\_ Recycling Bin: Yes \_\_\_\_\_ No \_\_\_\_\_

**\*\* Garbage service is not provided by the City of Richmond for Veranda or River Park West \*\***

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

(Provide address, if you previously had service with the City of Richmond)

**APPLICANT'S INFORMATION**

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

(If different from service address) (Include street, city, state, zip)

Primary Telephone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Work Telephone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Driver's License Number \_\_\_\_\_ State: \_\_\_\_\_

E-Mail address (Please print clearly): \_\_\_\_\_

House Bill 859 (Open Records Act) gives you the right to request that your personal information, (address, telephone number and social security number) not be made available to the public. You may exercise this right by indicating below.

**I request that my personal information be kept confidential: Yes \_\_\_\_\_ No \_\_\_\_\_**

I understand that the City will begin water service by making a physical connection located at the meter outside the building or buildings to be served. I understand that the City will not have access to any building served and will not determine if there is any open faucets or water system leaks inside the building. If there are any open faucets or water system leaks that cause damage to the property, I agree not to hold the City responsible for any damages arising there from.

Pursuant to the FTC Red Flag Policy, Implementing Section 114 Fair and Accurate transactions Act of 2003. The following documents must be submitted to our office: Copy of Driver's License \_\_\_\_\_ and a copy of first and last page of the HUD Closing Settlement or signed Lease Agreement

I, the undersigned, fully understand that I am liable for any water, sewer and refuse charges incurred at the service address referenced above. I also understand that if the bill is not paid by the due date, a 10% administrative fee will be charged.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date of Application

**OFFICE USE ONLY**

Entered Date: \_\_\_\_\_

**NEW ACCOUNT#:** \_\_\_\_\_

Processed by: \_\_\_\_\_

**DEPOSIT VERIFICATION:** \_\_\_\_\_