

City of Richmond

UTILITY SERVICES

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



UTILITY SERVICES TRANSFER APPLICATION

Date: _____

Name of Applicant(s): _____
(Primary person on settlement page of closing or lease agreement)

New Service Street Address: _____ Start Date: _____

Old Service Street Address: _____ Disconnect Date: _____

Request Waste Receptacle (poly cart): Yes _____ No _____ Recycling Bin: Yes _____ No _____

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

APPLICANT'S INFORMATION

Mailing Address: _____
(If different from service address, include street, city, state, zip)

Primary Telephone Number _____ - _____ - _____ Work Telephone Number: _____ - _____ - _____

Driver's License No. _____ State: _____

Email address (Please print clearly): _____

Do you want your personal information to remain confidential? Yes _____ No. _____

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 _____ 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

OFFICE USE ONLY

Date: _____

Old Account# _____

Processed by: _____

New Account# _____

Verification of Deposit Transfer: _____