

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: _____

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AUTOMATIC BANK DRAFT AUTHORIZATION

Account Information

Name _____

Address _____

Account No. _____

E-Mail _____

Home Phone _____

Driver's License _____

Work Phone _____

Bank Information

Checking _____ Savings _____ (Check one)

Bank Name _____

Account No. _____

Bank Address _____

Routing No. _____

_____ Bank Phone# _____

I authorize The City of Richmond to debit the account indicated above to pay my monthly utility bill. I understand that my bank account will be debited for the total amount due on the due date. (Should the due date fall on a weekend or holiday, your draft will be on the business date prior). If the city of Richmond erroneously debits funds from the above account, I authorize the City of Richmond to initiate the necessary credit entries not to exceed the total amount for the entry in question.

This authorization will remain in effect until written authorization has been received by the City of Richmond to terminate automatic debit. Authorization must be received at least five (5) business days before the account is charged.

Any balance due on the account at the time the authorization is submitted must be paid in full before starting the automatic bank draft.

There will be a \$30.00 return direct draft fee for all returned drafts for insufficient funds.

Customer Signature _____

Date _____

A VOIDED CHECK IS REQUIRED WITH AUTHORIZATION

Office Use Only

Processed by: _____

Entered Date: _____



Trash will be collected every Monday and Thursday in the black container with the red lid (65-gallon).

Recycle will be collected every Monday in the green container (65-gallon).

Please do not use the Republic containers.

Please have trash and recyclables out to the curb before 7:00 a.m.

TRASH: On each regularly scheduled collection day, Best Trash will collect residential refuse located at the curbside in the provided roll-out carts. Please place the carts on the curb facing forward as shown in the picture below. Residents are restricted to one Best Trash cart for refuse and are encouraged to confine refuse to the cart, however additional refuse may be placed in containers (between 30- 50 gallons), or bags (not weighing over 40 pounds) and placed next to the Best Trash provided trash cart. Items excluded from normal collection are dirt, rocks, bricks, tile, concrete, tires, batteries, motor oil, cooking oil, waste generated by a private contractor or any materials or items deemed hazardous materials. Please do not dispose of gasoline, motor oil, paints, cooking oil, or any other liquid items in a container that are not visible to Best Trash personnel. If such items results in spillage that causes a stain, Best Trash is not responsible for the cleanup. Best Trash will leave a tag explaining the reason for any non-collected item(s).

YARD & BULK WASTE: COLLECTED BOTH COLLECTION DAYS EACH WEEK, Trees, shrubs, brush trimmings and fencing must be no larger than 4 inches in diameter, no more than 4 feet long, tied in bundles not exceeding 40 pounds. The tied bundles are required to allow quick pick up and size limitations are required to avoid damaging the equipment in the compacting process. Items such as appliances, furniture, mattresses, carpet (**up to 1 room of carpet, cut less than 4 feet wide, tied in bundles not exceeding 40 pounds**), will be picked up on both garbage collection days. By Federal Law, refrigerators, freezers, and any other items containing Freon must be drained of Freon and have an accompanying bill to validate such service was performed.

RECYCLEABLE ITEMS: PAPER (including cardboard), PLASTICS (1-7), ALUMINUM and TIN cans and GLASS (all colors)

Best Trash takes great pride in our recycle program. Ensuring the best recycle program for our customers takes time and effort on both sides. Please remove caps, liquids and food products from inside the containers. Please only use the provided recycle cart for recyclable materials. The green recycle cart is **NOT** an extra trash container and will **NOT** be emptied as such. If items exceed container capacity, please place them adjacent to the cart well marked as recyclable materials. Cardboard is recyclable, please break down all boxes flat, and place them next to the recycle cart for collection.

CART CARE & MAINTENANCE: Best Trash will provide each residence with **ONE** recycling cart and **ONE** trash cart. Best Trash will replace any carts that are defective or otherwise become unusable due to normal wear and tear. Lost or stolen carts can be replaced for \$65.00 + tax each by calling Best Trash.

HOLIDAY SCHEDULE: If your regular trash or recycle collection day falls on a holiday (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day) the collection will be made on the next regularly scheduled collection day.

**BEST TRASH: 281 313-2378 www.best-trash.com
customerservice@besttrashtexas.com**

