

**CITY OF KALAMAZOO**  
**NEW WATER SERVICE APPLICATION**  
**Inside the City**

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**Please Complete the Following Questions and Return to the Receptionist When Completed.**  
**TO APPLY FOR SERVICE YOU MUST:**

- Be the Responsible Bill Payee, the Bill Payee's Spouse or Legally Authorized Agent, or the Administrator of the Estate.
  - Display a Valid Driver's License or Michigan I.D. (Obtained from the Secretary of State's Office).
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*Please keep your ID out so our Service Representative can verify the following information.*

1. Name \_\_\_\_\_ Date \_\_\_\_\_
2. If business, Owners Name: \_\_\_\_\_
3. Service Address \_\_\_\_\_ Lot # \_\_\_\_\_  
\_\_\_\_\_  
(City) (State) (Zip Code)
4. Is this new service due to:  NEW CONSTRUCTION or  WELL  
Will the property be hooked to City sewer?  YES or  NO
5. Mailing address (if different from service address) \_\_\_\_\_  
\_\_\_\_\_  
(City) (State) (Zip Code)
6. Place of Employment \_\_\_\_\_
7. Phone Number(s) \_\_\_\_\_  
(Home) (Work)
8. Driver's License or Michigan ID Number \_\_\_\_\_
9. Does the home have a basement?  YES or  NO  FULL or  PARTIAL  
If there is no basement, an outside meter box (ford box) will be installed. If there is a basement, the meter may be installed inside. The certified plumber, who installs the service, will be responsible for the first two years after installation. The City of Kalamazoo will maintain the water line up to and including the meter after the first two years.
10. Size of Service:  1 1/4" Other \_\_\_\_\_
11. Will service supply:  HOUSE  BUSINESS  IRRIGATION  
 FIRE SERVICE  DUPLEX  CONDO

**An advance deposit of \$100.00 is required for all new service requests. When the water is turned on, an additional refundable customer deposit may be required. Please call our office for details and amounts. For customers in the township areas, a permit from your Township officials is required prior to submitting your application. All water installations will be left off until the line has been inspected by the City of Kalamazoo and the meters have been set. Seventy - two hour notice must be given prior to any work performed by the City of Kalamazoo.**

PRINT YOUR NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

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FOR OFFICE USE ONLY

Today's Date: \_\_\_\_\_ Account #: \_\_\_\_\_ Customer History Card: \_\_\_\_\_