

INFORMATION

To complete this form, 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)

If there is no basement at the property, 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.

DEPOSITS

An advance deposit of \$100.00 is required for all new service requests. When the water is turned on, an additional \$60.00 refundable deposit may be required. Please call our office for details and amounts. 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.

Once completed, return this form to the City Treasurer's Office.



NEW WATER SERVICE INSTALLATION

Use this form to have a **NEW** water service installed at a property (for example connecting new construction to the water system or switching from well water to city water).

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The City of Kalamazoo

241 W South Street • Kalamazoo, MI 49007
(269) 337-8047 • www.kalamazoo-city.org

City Treasurer's Office

241 W South St • Kalamazoo, MI 49007
(269) 337-8036 • www.kalamazoo-city.org



NEW WATER SERVICE INSTALLATION

<p>Complete this form to have <u>new water service installed</u> to connect to City of Kalamazoo water. To apply for service, you must:</p> <ul style="list-style-type: none"> 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). 		
YOUR INFORMATION		
Name:		
Address:		
City:	State:	ZIP Code:
Driver's License/Michigan ID # (please attach copy of ID):		
Phone:	Email:	Preferred Contact: <input type="checkbox"/> Email <input type="checkbox"/> Phone
Employer:		
INSTALLATION INFORMATION		
Is this new service due to: <input type="checkbox"/> New Construction <input type="checkbox"/> Well		
Will this property be connected to city sewer? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Service address (if different from above):		
City:	State:	ZIP Code:
If business, owners name:		
Does this structure have a basement: <input type="checkbox"/> Full basement <input type="checkbox"/> Partial Basement <input type="checkbox"/> No Basement		
<p><i>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.</i></p>		
Size of service: <input type="checkbox"/> 1 ¼" <input type="checkbox"/> Other _____		
Will service apply: <input type="checkbox"/> House <input type="checkbox"/> Business <input type="checkbox"/> Irrigation <input type="checkbox"/> Fire Service <input type="checkbox"/> Duplex <input type="checkbox"/> Condo		
<p><i>An advance deposit of \$100.00 is required for all new service requests. When the water is turned on, an additional \$60.00 refundable deposit may be required. Please call our office for details and amounts. 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.</i></p>		
SIGNATURE		
<p>By signing and submitting this form you are verifying that the information provided is accurate and that you have not intentionally misrepresented any facts regarding your identity or the details of the request. You will be contacted by a representative of the City of Kalamazoo within 48 hours regarding this request.</p>		
Signature:		
FOR OFFICE USE ONLY		
Date:	Account #:	Customer History Card: