



CITY OFFICE USE ONLY

A/C #: _____

Cash Check/MO CC

APPLICATION FOR CITY OF MANCHESTER UTILITY SERVICES

Renter

New Owner *If you are a new owner and plan to rent this property, additional paperwork will be required.*

ADDRESS: _____ **POSSESSION:** _____

APPLICANT INFORMATION

Name(s) on the Account: _____

Yes No I have had City of Manchester utility services in the past.

Name(s): _____

Yes No My spouse/roommate have had City of Manchester utility services in the past.

Name(s): _____

Mailing Address (if different than the property address): _____

Mobile Number: _____ Social Security Number: _____

DOB: _____ Driver's License #: _____

Email Address: _____

By checking this box, I am requesting paperless billing. I understand I will not receive a paper bill.

ACKNOWLEDGEMENT

- I understand it is my responsibility to contact the City Office to obtain my balance if I have not received my bill by the first working day of the month.
- I understand my utility bill is due by the close of business on the 10th day of the month.
- I understand I can pay my utility bill via cash/check/moneyorder, debit/credit, in-office, mail, dropbox, bill pay, online, or via automatic withdrawal.
- I understand if my utility bill is not paid by the close of business on the 10th day of the month, I may be subject to penalties and/or disconnection of services.
- I understand if I am unable to pay my bill on time it is my responsibility to contact the City Office to make payment arrangements. If the terms of the payment arrangements are not met, I may be subject to disconnection of services and my utilities will not be reconnected until my bill is paid in full for all charges incurred for shutoff.
- I understand I am responsible for all utility charges for services provided to this location until notification is received, from me, to discontinue service.

Applicant Signature

Date