 **PERMANENT HOME OWNER**

**Application for Water/Sewer Service**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Service Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Service Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Permanent Home Owner Information:**

Primary Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Driver’s License #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secondary Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_\_\_\_\_

**The Activation of Water/Sewer Accounts for Permanent Home Owner**

The Permanent Home Owners will be required to pay a deposit of $100.00. This deposit is due at the time of applying for a water/sewer account. Please have your Deed/Hud/Tax Statement available for review. No exceptions.

**Final Reading**

A final reading is required when a Permanent Home Owner is moving out of a property. As the Permanent Home Owner of this property, you are responsible for the water/sewer bill. When you move, you are responsible for the final reading and leave this property with a zero balance. When you move, you are responsible for notifying the billing office with your last date at this property at (336)578-3443.

**Refund of Deposit**

The Permanent Home Owner will receive a refund of $100.00 if the final bill is paid in full at this property. If a balance is left on the bill, the amount of the final bill will be deducted from the $100.00 deposit. If you have a balance, it will be refunded when all transactions are complete at the billing office. The refund will be mailed to you during the Town’s pay bills cycles, the 15th of each month and the 30th of each month.

**Policy for Damaged Water Meters (Nov 4, 2015)**

It is required that each resident have a working water meter (the first one being supplied by the Town) in order to accurately be billed for their water usage. Please be aware of where your meter is located and careful not to damage or tamper with the meter in any way. It is the policy of the Town of Green Level that when a water meter is damaged because of misuse/abuse (as determined by the Town), it is the responsibility of the resident to pay the Town for a new water meter. This payment may be paid in installments, if needed. In the case of a tenant leaving a broken meter behind, the landlord is responsible for covering the cost of the broken meter before another tenant may be granted water services.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Revised Nov 2015