



# TOWN OF HILLIARD

## WATER/SEWER SERVICE APPLICATION

RESIDENTIAL DEPOSIT \$ 150.00

NON-REFUNDABLE SERVICE CHARGE \$ 45.00

ACCOUNT NUMBER: \_\_\_\_\_ SERVICE ADDRESS: \_\_\_\_\_  
HILLIARD, FL 32046

NAME: LAST \_\_\_\_\_ FIRST \_\_\_\_\_ MID INITIAL \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ APT # \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DRIVERS LICENSE # \_\_\_\_\_ SOCIAL SECURITY# \_\_\_\_\_

HOME PHONE # \_\_\_\_\_ CELL PHONE # \_\_\_\_\_ WORK PHONE # \_\_\_\_\_

(COPY OF DRIVERS LICENSE IS REQUIRED) DATE OF BIRTH: \_\_\_\_\_

ADDITIONAL NAME(S) OF RESPONSIBLE PARTIES AUTHORIZED ON THIS ACCOUNT:

(1) \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

(2) \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ RENT: \_\_\_\_\_ OR OWN HOME: \_\_\_\_\_

- IS A FORMER TENANT BENEFITING FROM THIS UTILITY SERVICE? YES \_\_\_\_\_ NO \_\_\_\_\_
- ANY PREVIOUS DEBT OWED BY THAT TENTANT WILL BE ACCESSED AGAINST THIS ACCOUNT

(S): \_\_\_\_\_ DATE: \_\_\_\_\_  
NEW SERVICE / UPDATE - SIGNATURE

(S): \_\_\_\_\_ DATE: \_\_\_\_\_  
TRANSFER - SIGNATURE

(S): \_\_\_\_\_ DATE: \_\_\_\_\_  
FINAL - SIGNATURE

I HEREBY MAKE APPLICATION TO THE TOWN OF HILLIARD FOR UTILITY SERVICE AND AGREE TO ABIDE BY ALL ORDINANCES, PROVISIONS AND APPLICABLE RULES OF THE TOWN IN REGARDS TO ITS SERVICE OF THE UTILITY SYSTEM AND AGREE TO PAY FOR SUCH SERVICES IN ACCORDINANCE WITH RATES AND REGULATIONS IN EFFECT AT THE TIME OF DELIVERY. I WILL BE PERSONALLY RESPONSIBLE FOR THE PAYMENT OF UTILITY BILLS RENDERED UNDER THIS ACCOUNT.I RECEIVED AND UNDERSTAND THE TOWN'S BILLING POLICIES. THE TOWN OF HILLIARD COLLECTS YOUR SOCIAL SECURITY NUMBER FOR THE FOLLOWING PURPOSES: IT IS ONLY FOR THE PURPOSE OF CUSTOMER IDENTIFICATION, VERIFICATION AND CREDIT WORTHINESS.

(S): \_\_\_\_\_ DATE: \_\_\_\_\_

(OFFICE USE)

WATER DEPOSIT \_\_\_\_\_ SEWER DEPOSIT \_\_\_\_\_

NONREFUNDABLE SERVICE FEE \_\_\_\_\_ PAYMENT METHOD \_\_\_\_\_

# TOWN OF HILLIARD'S BILLING POLICIES/PROCEDURES

## INFORMATION FOR CUSTOMERS

If you have not received a bill by the 5<sup>th</sup> of the month, please call Town Hall at 845-3555 and request the amount of your bill. Failure to receive a bill does not relieve customer of full responsibility.

Bills are due and payable at the town hall upon receipt, but no later than 5pm on the 15<sup>th</sup> of the month following the reading date. If not paid the bill shall become delinquent, and a late penalty shall be added to the amount of the bill, which shall be payable as if part of the amount originally billed. A notice of late penalties and termination shall be sent to the person responsible for the account in conjunction with the late notice. If a bill remains unpaid at 5pm on the 25<sup>th</sup> day of the month in which it was due, the account shall be deemed delinquent, and a second penalty shall be assessed, and service shall be subject to cut off. If the 15<sup>th</sup> or 25<sup>th</sup> day of the month falls on a weekend or a holiday, penalties shall be assessed on the next working day at 5pm. Ordinance 58-85(e)

If services are terminated, the user shall have two business days prior to the end of the month in which services were terminated to have services restored. If services are not paid the deposit on the account shall be applied toward payment of the delinquent amount, including late penalties. A new deposit will have to be paid to restore services and reopen the account. Ordinance 58-7(a)

A new user shall provide a deposit to guarantee payment of delinquent bills in an amount established by resolution of the town council. Any customer whose water and/or sewer service is terminated a second time due to nonpayment or a returned check shall have his water and/or sewer deposit increased to the current deposit fee plus an additional 50 percent, prior to the water and/or sewer service being restored. Ordinance 58-84

### **PAYMENT METHODS**

WE OFFER BANK DRAFT AS A PAYMENT METHOD - PAYMENTS ARE DEDUCTED FROM YOUR BANK ACCOUNT ON THE 15<sup>TH</sup> OF EACH MONTH - CALL AND SIGN UP TODAY!!

WE ACCEPT CASH, CHECK, MONEY ORDER, VISA, OR MASTERCARD & ONLINE PAYMENTS AT [WWW.TOWNOFHILLIARD.COM](http://WWW.TOWNOFHILLIARD.COM) OR BY CALLING 1-904-675-9500

AFTER HOURS PAYMENT DROP BOX IS LOCATED AT 15859 WEST CR 108 – NO CASH IN DROP BOX

### **TOWN OF HILLIARD**

Post Office Box 249 Hilliard, FL 32046  
Office (904) 845-3555 - Fax (904) 845-1221  
(904) 845-2711 for after-hours emergencies