



CITY OF WAYNESVILLE
UTILITY DEPARTMENT - BILLING

100 Tremont Center
 Waynesville, MO. 65583
 Phone: 573-774-5217

Residential Service	New Accounts	
Commercial Service	Applicant Information Sheet	
Property Location:		Date Service to Begin:
Deposit Required: \$ _____	Account #	
APPLICANT INFORMATION		
NAME: (Last, First Middle Initial)		Date of Birth:
		SSN #:
Applicant Status: (Please check all that apply) <input type="checkbox"/> Renter <input type="checkbox"/> Landlord <input type="checkbox"/> Homeowner		Property Manager:
Home Phone:	Work Phone:	Cell Phone:
Mailing Address:		City, State, Zip Code
Email Address:		
CO-APPLICANT INFORMATION		
NAME: (Last, First Middle Initial)		Date of Birth:
		SSN #:
Relationship:		Cell Phone:
EMPLOYER INFORMATION		
Name:		Phone:
Address:		City, State & Zip Code
EMERGENCY CONTACT INFORMATION		
Name of Relative (Not living at Address)		Phone
Mailing Address:		City, State & Zip Code
CITY ORDINANCE ON DELINQUENT BILLS – SECTION 615.170		
<p>All bills for electrical energy, natural gas and water services furnished by the City shall be paid by the 15th day of the month next succeeding the month in which meter-reading period ended, and if not so paid by the date then the same shall become delinquent and such bills shall be automatically increased by 10%. If the bill, including the said automatic increase, be not paid by the 1st day of the next succeeding month then the City may discontinue furnishing electrical and water services to that customer. A written notice stating that the customer's services are about to be discontinued shall be mailed to the customer at least 2 days prior to such disconnection; provided, however, that the failure of the City to mail, or the failure of the customer to receive, this notice shall not affect the City's right to discontinue such services (Ord No. 387 Sec. 21). A SERVICE FEE of \$25.00 residential or \$100.00 commercial will be charged. Effective January 1, 2003 an ordinance was passed (Ord #1805) declaring that if a utility customer is turned off two or more times for non-payment of a utility bill the customer's service will not be turned back on until the past due and current bills are paid plus the service fee. Note: Payments put into the drop box after 3:00p.m. will be next day's business and penalties may apply.</p>		
Applicant Initials _____ Co-Applicant _____		
Applicant Signature:		Date:
Co-Applicant Signature:		Date:
Gas Appointment Date:	Time:	A.M. P.M.

