

Date: _____

Acct No.: _____

City of Stinnett
Application for Service and Service Agreement

Name: _____

Service Address: _____

Inside City Limits _____ Outside City Limits: _____

Is service currently on? _____

Mailing Address: _____

Landlord Name (If rent house): _____

Social Security No.: _____ Date of Birth: _____

Driver's License No.: _____ Cell Phone: _____

Home Phone: _____ Work Phone: _____

Co Applicant Name: _____

Social Security No.: _____ Date of Birth: _____

Driver's License No.: _____ Cell Phone: _____

Home Phone: _____ Work Phone: _____

Have you ever had services with City of Stinnett, and if so please list name used and address:

This document shall evidence agreement between the herein named customer and the City of Stinnett, Texas for gas, water, sewer, and trash collection services.

Customer agrees to pay the City of Stinnett a monthly charge for said services with the rates to be determined by the City Council of Stinnett.

Customer further agrees that said services may be discontinued for non-payment after notice is given by the City of Stinnett.

Said services are subject to ordinances, rules, and policies that may be enacted by the City Council of Stinnett.

This agreement is non-transferable and remains in force as long as said services are rendered to the applicant/co-applicant.

Office Use Only

Date Connected: _____ Water Deposit: \$50 Residential _____ Gas Deposit: \$100 Residential _____

\$35 Trash Deposit _____ \$100 Commercial _____ \$200 Commercial _____

Date: _____

Acct No.: _____

City of Stinnett
P.O. Box 909
Stinnett, TX 79083
806-878-2422

I understand that my utility bill is due by the 1st of the month at midnight.

I understand that if my bill is not paid by this time, a 10% late fee will be applied to the bill.

I understand that failure to receive a utility bill through the mail does not exempt me from making the payment. Bills are mailed on the 15th and I may call anytime after this to inquire about my balance.

I understand that the final date for payment is midnight on the 10th of the month.

Any arrangements will be considered on a case by case basis to pay after the 10th and will be charged a \$20 fee. It cannot be arranged for a date past the 14th.

I understand my services will be disconnected on the 11th of the month if my bill becomes delinquent.

I understand that if my service is disconnected for failure to pay my bill by the 10th that I must pay an additional \$50.00 for a reconnect and service fee. I understand that after the 15th of the month following a disconnection the past due bill, reconnect fee, and current bill must be paid in full before services will be re-established.

I understand that if the 10th of the month falls on a holiday or weekend, water will be disconnected the following business day.

I understand charges for water, sewer, and trash are based on usage rates approved by the City Council of Stinnett. A minimum bill will be charged each month for water, sewer, and trash until your account is finalized.

___ Yes, I have been given a Customer Notice. ___ Yes, I have been given a current list of the rates.

Account Owner Signature: _____ Date: _____

Co-Owner Signature: _____ Date: _____

Date: _____

Acct No.: _____

Customer Notice

City of Stinnett P. O. Box 909, Stinnett TX 79083

Ph. 806-878-2422 Fax 806-878-2540

A Customer Notice is provided at the time an account is created which has important information regarding billing, payment options, and other applicable fees.

We welcome you as a customer of the City of Stinnett and would like to acquaint you with some of the policies and procedures of the Utility Department. Office hours are 7:30 a.m. to 4:30 p.m., Monday through Friday, excluding holidays.

Utility Billing

All utility customers are required to complete an application for service in person at the City Hall office located at 609 S. Mackenzie St. during posted business hours before an account will be created. Proof of identity and deposit **MUST** be presented at time of application. Deposit required is \$100 for gas services and \$50 for water services. Deposit must be paid via credit card, cash, check, or money order. Applications submitted before noon will have utility services established the same day, weather permitting. Applications submitted after 12 p.m. will have services established the next business day, weather permitting. At the time gas service is turned on, the customer or responsible party must be inside the premises. Once the service is turned on, the responsible party should verify that the service is working. This party should also confirm that there are no problems with the service such as leaks or sewer issues that would require service to be turned off. (If gas services have been turned off for more than six months at residence, a one hour pressure test completed by a licensed plumber at the customers expense is required.)

Utility bills are mailed on the 15th day of the month. Meters are read starting on the 1st of the month unless it falls on a Saturday, Sunday, or holiday. Under these circumstances, meters will be read the following working day. All unpaid accounts will be assessed a 10% penalty on the 2nd of the month. A late notice reminder will be mailed on the 2nd of the month informing the customer that their service is past due and subject to disconnection. Payment for the full amount of the bill, including late fee, must be paid by the 10th of the month. If the bill is not paid, services will be disconnected on the 11th of the month. If the 11th falls on a weekend or holiday, services will be disconnected the following working day. If services are disconnected, a \$50.00 reconnect and service fee will be charged and become part of the balance owed. **To have services resumed, the entire bill, including reconnect fee must be paid in full.** After the 15th of the month, the past due bill, current bill, and reconnect fee must be paid in full prior to re-establishing services.

Date: _____

Acct No.: _____

You will be charged a minimum bill for water, sewer, gas, and trash each month until your account has been finalized. It is the responsibility of the agreement holder to notify City of Stinnett of any changes of residency. To finalize an account, notify City of Stinnett to have the gas/water meter read and a change of address for the final bill. The agreement holder is responsible for **ALL** charges to their account. Deposits will be applied to final bill and then you will either receive a bill or refund check to your forwarding address.

Payment Options for Utility Bills

You may:

1. Pay in person at City Hall during normal business hours.
2. Pay after hours at the night depository located in the South door of City Hall.
3. Enroll in Auto Bank Draft to have your bill automatically withdrawn from your checking account on the 25th of the month.
4. Pay by mail. If you pay by mail, be sure to allow enough time for your payment to reach us before the due date. It is suggested that you do not mail your utility payment once you have received the Past Due Notice.
5. Pay online. Online bill pay is available on the City of Stinnett website, cityofstinnett.com and will allow you to make payments at anytime.
6. City of Stinnett maintenance workers will not take utility payments from customers while out working OR reading meters.

**Any check returned by the financial institution due to insufficient funds will result in a \$25 return fee.

Date: _____

Acct No.: _____

City of Stinnett Water, Sewer, Gas, and Trash Rates

Town Water

Residential and Commercial

Minimum bill \$14.00 for 1 Unit

1-11 Units for \$4.00

12-49 Units for \$4.25

Each unit thereafter for \$4.50

Rural Water

Residential and Commercial

Minimum bill \$18.00 for 1 Unit

1-11 Units for \$5.00

12-49 Units for \$5.25

Each unit thereafter for \$5.50

Sewer

Residential - \$14.00

Senior Citizen - \$12.50

Commercial – Based on B.O.D. loading

Trash

Residential - \$22.00

Senior Citizen - \$17.50

Churches - \$23.75

Commercial – Based on frequency of pickup and amount of containers

Out of City Limits

Residential - \$35.00

Dumpster Deposit - \$35.00

Gas

Cost of gas is adjusted monthly based on purchase price from West Texas Gas

In City Limits - \$9.00 base rate & \$7.00 plus cost of gas for first unit, then \$5.35 plus cost of gas per unit thereafter

Out of City Limits - \$15.00 base rate & \$15.00 plus cost of gas for first unit, then \$6.00 plus cost of gas per unit thereafter

The City of Stinnett is the Operator of the gas system that provides gas to its customers. The code of Federal Regulation 192.16 requires the Operator to notify Customers of the following information:

- 1) The Operator does not maintain the customer's buried piping.
- 2) If the customer's buried piping is not maintained, it may be subject to the potential hazards of corrosion and leakage.
- 3) Buried gas piping should be-
 - i. Periodically inspected for leaks;
 - ii. Periodically inspected for corrosion if the piping is metallic; and
 - iii. Repaired if any unsafe condition is discovered.
- 4) When excavating near buried gas piping, the piping should be located in advance, and the excavation done by hand.

The City of Stinnett is responsible for the maintenance of meters and the line connecting it to the city mains. You are responsible for the lines on private property beginning at the customer side of the meters. If you have any utility service problems, please contact City Hall. If you suspect a gas leak, please leave the premises before calling. To report after hour emergency utility problems, call 806-898-4900.

Date: _____

Acct No.: _____

**City of Stinnett
Bank Draft Authorization Form**

Customer Name: _____ Amount: \$ Monthly Billing Amount

Address: _____

Monthly Bill will be mailed with notation
"Pd By Draft"

This is your authority to honor drafts drawn against the account of:

Name on Bank Account: _____

Name of Financial Institution: _____

Routing #: _____ Acct #: _____

Signature: _____ Date: _____

Drafts are taken out on the 25th of each month or the following business day if the date falls on a weekend or holiday.

Drafts refused by the financial institution due to insufficient funds will result in a \$30 return fee.

Office Use Only

DATE RECEIVED: _____ BY: _____

DATE ENTERED: _____ BY: _____