

## CITY OF ALAMOGORDO UTILITY SERVICE APPLICATION

NAME \_\_\_\_\_ SERVICE ADDRESS \_\_\_\_\_ Own  Rent

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TEL. # (\_\_\_\_) \_\_\_\_\_ SOC SEC # \_\_\_\_\_ EMAIL: \_\_\_\_\_

DRIVER LIC # \_\_\_\_\_ STATE \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

EMPLOYER \_\_\_\_\_ WORK # (\_\_\_\_) \_\_\_\_\_

**JOINT INFORMATION:**       **AND**       **OR**      START DATE \_\_\_\_\_

For this application: AND means both parties must authorize any payment agreement, budget billing, termination of account, and any refund check will be made out to both parties. OR means either party may authorize payment agreement, terminate the account, and any refund check may be cashed by either.

NAME \_\_\_\_\_ SOC SEC # \_\_\_\_\_

DRIVER LIC # \_\_\_\_\_ STATE \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

EMPLOYER \_\_\_\_\_ TEL # (\_\_\_\_) \_\_\_\_\_

**\*\*\*\*\*PLEASE BE ADVISED THAT WATER WILL NOT BE TURNED ON UNLESS CUSTOMER IS PRESENT\*\*\*\*\***

**SIGNATURE:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_

**CONTACT INFORMATION:** 1376 E 9<sup>TH</sup> ST, ALAMOGORDO, NM 88310 PHONE (575)439-4260 FAX (575)439-4282

### Requirements to initiate City of Alamogordo Utility Service:

**Residential – Renting:**

- 1) Completed City of Alamogordo Utility Service Application
- 2) Copy of fully executed lease/rental agreement indicating start and term dates
- 3) Driver's license for all persons listed on application
  - a. Deposit - \$140.00 or \$210 if property owner has filed Waiver of Owner Liability

**Residential – Owner:**

- 1) Completed City of Alamogordo Utility Service Application
- 2) Proof of property ownership (final settlement statement, warranty deed, etc.)
- 3) Driver's license for all persons listed on application

**Property Manager:**

- 1) Completed City of Alamogordo Utility Service Application
- 2) Copy of Property Management Agreement
- 3) ID for representative and contact information

**Commercial – Renting:**

- 1) Completed City of Alamogordo Utility Service Application
- 2) Copy of fully executed lease/rental agreement indicating start and term dates
- 3) Driver's license for all persons listed on application or CRS# if in business name
- 4) Copy of current City of Alamogordo Business Registration
  - a. Deposit - \$150.00

**Commercial – Owner:**

- 1) Completed City of Alamogordo Utility Service Application
- 2) Proof of property ownership (final settlement statement, warranty deed, etc.)
- 3) Driver's license for all persons listed on application or CRS# if in business name
- 4) Copy of current City of Alamogordo Business Registration

**For all applications there is a \$25.00 application fee + \$1.25 GRT to be paid at time of activation.**