

Account #

CITY OF ALAMOGORDO UTILITY SERVICE APPLICATION

Own  Rent

NAME \_\_\_\_\_ SERVICE ADDRESS \_\_\_\_\_

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

TEL # (\_\_\_\_\_) \_\_\_\_\_ SOC SEC # \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

DRIVER LIC # \_\_\_\_\_ STATE \_\_\_\_\_ EMAIL \_\_\_\_\_

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

JOINT INFORMATION: AND  OR  SERVICE 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 \_\_\_\_\_

TEL # (\_\_\_\_\_) \_\_\_\_\_ SOC SEC # \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

DRIVER LIC # \_\_\_\_\_ STATE \_\_\_\_\_ EMAIL \_\_\_\_\_

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

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

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

CONTACT INFORMATION: 1376 E 9TH 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

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

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

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

Property Manager:

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

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

S:\UsrCX\AR\Handouts\Application\Application Template\Application with docs required 101118

**OFFICE USE ONLY**

**PREVIOUS ACCT #'S**

\_\_\_\_\_

**DEPOSIT** \_\_\_\_\_

**APP FEE** \_\_\_\_\_

**TAX** \_\_\_\_\_

**TOTAL PD** \_\_\_\_\_

**RECEIPT #** \_\_\_\_\_

**DATE** \_\_\_\_\_