NEW RESIDENT
UTILITY APPLICATION FORM

Name: ______________________________________Today's Date: ________________

Address: ____

Home Phone: ____________ Cell Phone: ____________ Work Phone: ____________

Email: ____

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<u>HOMEOWNERS</u>

Utility Deposit: $60.00 per utility account.
Forms of payment accepted: Check or Cash
Deposit will be refunded after one year of on-time payments.

The property is (check one)
_____New construction
_____Existing home

Date of Possession: ___________________

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<u>RENTERS</u>

Utility Deposit: $90.00 per utility account.
Forms of payment accepted: Check or Cash
Deposit is held until you move out.

Landlord's Name & Contact Information

____
____
____

Date of Occupancy: ___________________

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Please read your water meter(s) as soon as you move in. Call the city clerk's office at (319) 846-2204, or email the reading(s) to: fairfaxdepclerk@southslope.net
Renters: Some buildings don't allow access to your water meter; check with your landlord.

Meter Reading(s): Inside: ____________ Outside*: _______________ Date: _________
This is the only time you will need to read your meter until you move out. Meter readings are done automatically by the city the 20th of each month. **Not all properties have an outside meter.*

Water bills are sent out the 1st of the month, and payment is due on the 15th of the same month. A $15.00 penalty will be assessed for late payment. Service will be disconnected if payment is not received by the 25th of the month; a $25.00 reconnection charge must be paid to resume service.

I have received the utility information &understand the charges for late utility payments.

Signature: ____ Date: ________________

You should receive your first water bill: ______________
Forms of payment accepted: Checks, Cash, ACH, and Online. **ACH payments are deducted the 10th of each month.** There is no charge for ACH service. Make Online payments at the city website www.fairfaxia.com. A $3.95 convenience charge applies. Payments can be mailed to: P.O. Box 337, Fairfax, IA 52228. Payment drop boxes are at City Hall, 525 Vanderbilt Street, or pay at Fairfax State Savings Bank, 409 Vanderbilt Street.

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<u>FOR OFFICE USE</u>

Account Number: ___________________ Deposit Paid: $_____________ Cash/Check #_________ Date Paid: ___________

ACH Application: Date Signed: _______________ Date Entered: _______________ Begins: ____________________

Date Meter Reading(s) received: _______________ Date Entered: _______________

New construction: ___Certificate of Occupancy received ___Temporary Certificate of Occupancy received