

SCHERTZ

COMMUNITY ★ SERVICE ★ OPPORTUNITY

1400 Schertz Pkwy, Schertz, TX 78154
210-619-1100
schertz.com

Office use Only:

Account Number: _____
Today's Date: _____
Did you: Send Welcome Packet: _____
Request Trash and/or Recycle Bin: _____
Property Manager: Water and Drainage Only: ___ Yes ___ No

Start Date: _____ **Deposit Date & Amount:** _____

Name: _____ **Phone:** _____

Service Address: _____

Mailing Address: _____ **(Circle one) Print Bill OR Email Bill**

Email Address: _____

I hereby agree to the following conditions (Please Initial):

1. _____ Turn on hours are from 8 am to 5 pm, a resident is not required to be present at the home for turn on.
2. _____ I agree to notify the Schertz Utility Billing Office, at least one business day, before ending service.
3. _____ I understand the deposit will be applied to my bill after 2 years of good payment history, or applied to my final bill if service is less than two years.
4. _____ I further agree that if I do not receive my bill, it is my responsibility to contact the Schertz Utility Billing office for the amount due. Failure to receive a bill does not entitle payment without penalty.
5. _____ Any alteration to the meter from its original state, as installed by city personnel, will constitute forfeiture of deposit and may result in theft of service charges.
6. _____ I understand and acknowledge if a sprinkler system is present on my property, it is my responsibility to adjust and maintain the settings to avoid high consumption which may result in a large bill.
7. _____ I agree to keep the Schertz Utility Billing Office informed of any changes in contact information, the Schertz. Utility Billing Office will not be responsible for any problem that may arise by not being able to contact the account holder.
8. _____ **(OPTIONAL)** I hereby request the account records at the Schertz Utility Billing Office be kept confidential, as permitted by the Texas Open Records Act, defined by House Bill 859 (effective 9-1-93).
9. _____ **(OPTIONAL) Residential Irrigation Deduction Meter (cost \$250.00).** I understand per section 90-46 6 of the Code of Ordinances of the City of Schertz, the City has the right to enter private property to observe, repair or remove the meter. Note: This is a trial period and can be canceled at anytime.

Account Holder Information:

Name: _____

Phone Number: _____ Alt. Phone Number: _____ D/L Number: _____

Employer: _____ Phone: _____

Secondary Account Holder Information:

Name: _____

Phone Number: _____ Alt. Phone Number: _____ D/L Number: _____

Employer: _____ Phone: _____

Secondary Account Holder is authorized to make decisions/changes and may have financial obligations to account balances.

Emergency Contact: _____ Phone: _____

APPLICANT SIGNATURE & Date: _____

CITY STAFF SIGNATURE & Date: _____

Water Service Deposits:

Residential: \$125 inside & \$150 outside city limits

Utility Bill includes: Water, Drainage, Trash, Recycle, and Sewer Services