Building Permit #_____

THE CITY OF STEPHENVILLE TEXAS

RESIDENTIAL BUILDING PERMIT APPLICATION

Physical Address/Intersection:	Name of Project:	Within a NFIP Floodway: ◯ YES ◯ NO

Abstract/Addition:	Acres/Block:	Lot(s):	Zoning:	Applicant/Owner Phone Number:

Applicant/Owner: DRIVER LIC #	Applicant/Owner E-mail:

Mailing Address:	City:	State:	Zip:

Contractor's Name	Contractor's Phone Number	Contractor's Mailing Address & Zip	*VALUATION (PARTS AND LABOR)*

CLASS OF WORK

- ☐ NEW
- ☐ ADDITION
- ☐ ALTERATION
- ☐ REPAIR
- ☐ DEMOLITION

STRUCTURE USE

- ☐ Single Family
- ☐ Duplex
- ☐ Multi-Family
- ☐ Other:_____
- ☐ Storage
- ☐ Carport
- ☐ Patio

STRUCTURE

☐ Attached ☐ Detached

STRUCTURE USE

- ☐ Wood Frame/Brick Veneer
- ☐ Wood Frame/Other Siding
- ☐ Concrete Block
- ☐ Other:_____

WORK DESCRIPTION

Living Area:___#Units _____ ft²
Garage Area:___#Units _____ ft²
Additions:___#Units _____ ft²
Accessory:___#Units _____ ft²

Primary Exterior Material:_____ Total Primary Ext. %:_____
Secondary Exterior Material: Total Secondary Ext. %:

Mechanical Sub-Contractor's Name	Mechanical Contractor's Phone #	Mechanical Contractor's Mailing Address	Texas Contractor's License #
Electrical Sub-Contractor's Name	Electrical Contractor's Phone #	Electrical Contractor's Mailing Address	Texas Contractor's License #
Plumbing Sub-Contractor's Name	Plumbing Contractor's Phone #	Plumbing Contractor's Mailing Address	Texas Contractor's License #
Other's Name	Other's Phone #	Other's Mailing Address	Texas Other's License #

Architect Name	Architect Phone #	Architect Mailing Address	Texas Architectural License #
Structural Engineer Name	Structural Engineer Phone #	Structural Engineer Mailing Address	Texas Engineering License #
Mechanical Engineer Name	Mechanical Engineer Phone #	Mechanical Engineer Mailing Address	Texas Engineering License #
Electrical Engineer Name	Electrical Engineer Phone #	Electrical Engineer Mailing Address	Texas Engineering License #
Plumbing Sub-Contractor's Name	Plumbing Engineer Phone #	Plumbing Engineer Mailing Address	Texas Engineering License #
Civil Engineer Name	Civil Engineer Phone #	Civil Engineer Mailing Address	Texas Engineering License #

INCLUDED WITH APPLICATION

(please refer to back page for reference)

- ☐ Site Plan
- ☐ Survey
- ☐ Building Plan
- ☐ TDLR #
- ☐ COM check
- ☐ Asbestos Report
- ☐ MEP Plan
- ☐ Foundation Plan
- ☐ Digital Plan
- ☐ Landscaping Plan
- ☐ Irrigation Plan
- ☐ Civil Plan
- ☐ Other:_____

CITY OF STEPHENVILLE USE ONLY

*Received*_____/_____/_____.m.
*Approved*_____/_____/_____.m.
Contacted / / .m.
Current Zoning Classification _____

NOTICE – PLEASE READ BEFORE SIGNING

A minimum 48-hour review period begins at 9:00 a.m. on the day following receipt of this application. No work shall be performed, nor any accepted until a permit has been issued.

Applicant Signature:	Applicants Name (Print):	Date:

Two (2) copies of the Form Board Survey are required to be submitted to the City of Stephenville prior to any foundation inspection on all new structures.

Prior to issuance of a Building Permit, the following items should be submitted in the office of Community Development with an Application for Building Permit. After receiving the necessary items, a review period shall begin.

FOUR (4) DWELLING UNITS ANDBELOW **GENERAL LAYOUT OF THE SITE**

(1) A site plan containing thefollowing:
- (a) All lot lines and lotdimensions
- (b) All existing and proposedbuildings
- (c) Distances between lot lines and buildings (existing and proposed)
- (d) Driveways with dimension
- (e) Neighboring Driveways
- (f) All existing and proposedutilities
- (g) All existing and proposed utilityeasements and right of way withdimensions
- (h) Building set back lines withdimensions
- (i) Scale, North Arrow, Date, Contact information

(2) A floor plan of the building containing the following:
- (a) All exterior walls and dimensions
- (b) All interior partitions
- (c) Location of all plumbing fixtures, HVACunits, and electrical appliances

FIVE (5) DWELLING UNITS AND ABOVE

(1) A scale drawn* site plan containing the following:
- (a) All lot lines and lot dimensions
- (b) All existing and proposed structures
- (c) Distances between lot lines and buildings (existing and proposed)
- (d) Distances between buildings
- (e) Finished floor elevations
- (f) Proposed routing of drainage water showing all drain ways, curbs, retaining walls, etc.
- (g) All required parking spaces and loading areas
- (h) Driveway approach
- (i) Neighboring Driveway Approach
- (j) All existing & proposed utilities

(2) A scale drawn* plan of the building containing the following:
- (a) All exterior walls and dimensions
- (b) All interior walls and partitions
- (c) Location of all plumbing fixtures, HVAC units and electrical appliances
- (d) Engineered Mechanical, Plumbing, Electrical & Structural

(3) Engineered drainage plan.

(4) Landscape plan. *Landscape plan is not required to be prepared by a registered or certified professional).*

(5) Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP)? Yes_____No* _____

Date of survey: _____/_____/_____ TDH Inspector License No. _____

**If the answer is No, then as the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) prior to a renovation/demolition permit being issued by the City of Stephenville.*

(6) Res Check report

(7) TDLR – AB Registration Number: _____

(8) Provide a digital format of a final site plan, floor plan and drainage plan on all commercial and multi-family structures.

Digital Submittal
- a. All electronic files are to be provided in AutoCAD 2009 dwg. file format or later versions.
- b. All external references files must be combined with the dwg submittal.
- c. CD-R may be 650MB, 700MB or larger, (NO ZIP or EXE files shall be submitted with drawings.)

NOTICE – PLEASE READ BEFORE ISSUING A PERMIT

Contractor Acknowledgements

ONLY individual contractors should complete this form

MUST BE Signed by the ****MASTER LICENSE** HOLDER**

Construction Address: _____

General Contractor/Builder: _____ Cell #_____

GC/Builders Address:_____ Office Phone:_____

MASTER ELECTRICIAN'S STATEMENT

I,_____, do acknowledge that **I will be doing the electrical work** for the Construction at the above stated address. I further acknowledge that the above stated contractor will be obtaining the electrical permit for this project.

Date:_____ Signature:_____License #_____

Company name, address & phone number:_____

MASTER PLUMBER'S STATEMENT

I,_____, do acknowledge that **I will be doing the plumbing work** for the Construction at the above stated address. I further acknowledge that the above stated contractor will be obtaining the plumbing permit for this project.

Date:_____ Signature:_____License #_____

Company name, address & phone number:_____

MECHANICAL/HVAC STATEMENT

I,_____, do acknowledge that **I will be doing the mechanical/HVAC work** for the Construction at the above stated address. I further acknowledge that the above stated contractor will be obtaining the mechanical permit for this project.

Date:_____ Signature:_____License #_____

Company name, address & phone number:_____

Issued ID: _____
(City Personnel Only)

Contractor Registration Form

(Mechanical, Electrical, Plumbing, Irrigation, Backflow, and Sign)

Building Inspections

The following documents are required for initial registration or changes to a current registration with the City of Stephenville (No form is needed for a renewal.):

- This completed application *(Fill in every spac. Incomplete form will not be recognized.)* ***(PLEASE PRINT)***
- Copy Mechanical, Electrical, Plumbing, Irrigation, Backflow, and Sign license with the State of Texas
- Copy of Driver's License and current contractor's insurance policy.
- Copy of Irrigator's current gauge calibration.

Authorized signers: You have two ways to add authorized signers to your registration. You can provide either one.

1. On company letterhead, provide a letter indicating by name each person who has permission to pull permits. The letter must be signed by the license holder and dated.
2. In place of a letter, you can fill out the section below for authorized signers and sign.

Contractor Type : **(Please Circle)**	*Mechanical* *Electrical*	*Plumbing* *Irrigator*	*Backflow* *Sign*	*General Contractor*	
License Holder Name:					
Texas License#:		Exp. Date:			
Company Name:					
Mailing Address:					
Physical Address:					
City:	State:			Zip Code:	
Phone Number	2nd Phone Number	Emergency #		Fax #	
Company Owner's Legal Name:					
Email Address:					
List of persons who are authorized to pull permit in name of contractor: ***(If no one else is authorized but the license holder please label "license Holder")***					
License Holder's Name Print:					
License Holder's Signature:					

THE CITY OF STEPHENVILLE TEXAS

GRADING & EXCAVATION APPLICATION

Application Date:	G & E Permit No:	START Date: COMPLETION Date:

Abstract/Addition:	Acres/Block:	Lot(s):	Physical Address:

Applicant/Owner:	Name of Project:

Mailing Address:	City:	State:	Zip:

Phone Number:	Fax Number:	E-mail:	Within a NFIP Floodway: ◯ YES ◯ NO

TASK (check appropriate areas)

☐ **SOIL EXCAVATION** ☐ **ASPHALT REMOVAL** ☐ **SIDEWALK REMOVAL** ☐ **OTHER**_____

☐ Subdivision ☐ Commercial ☐ Industrial

☐ Alteration ☐ Placement of Fill ☐ Other: _____

Location, Depth and Description of Work: (Site drawings required)

INVESTIGATION RESULTS

☐ Electrical Power Distribution (Red)	☐ Storm Drain Lines (Purple)	☐ Communication (Orange)
☐ Natural Gas Distribution (Yellow)	☐ Sanitary Sewer Lines (Green)	☐ Television Cable (Orange)
☐ Water Distribution (Blue)	☐ Irrigation (White)	

1) Provided a set of plans, specification and pre-site picture of the proposed construction? (◯) YES (◯) NO

2) Is any additional information required? (◯) YES (◯) NO

If so, please state: _____

3) Were any other federal, state or local permits submitted? (◯) YES (◯) NO

If so, please state: _____

Applicant/Spotters Comments:

Applicant Signature:	Applicants Name (Print):	Date:

Permit Conditions:

1. This permit is task specific *(Identified on page 1 of this application and approved plans)*.
2. This permit is required for each excavation activity over 12 inches or any excavation beneath concrete sidewalks or asphalt.
3. This permit is valid from the proposed start date to the proposed completion date. The Excavator is responsible for maintaining spotter's marks after permit is issued. Request a Re-spot if spotter's marks are not clearly visible.
4. This permit and all attachment shall be kept at the excavation site during excavation activities.
5. This permit is not intended to be a complete work release document. Other documents or attachment may be required prior to work.
6. This permit is not intended for the installation of utility lines and foundations.

General Requirements:

A Grading and Excavation Permit is required for the following activates:

1. Digging, saw cutting, drilling, coring or trenching into soil, concrete sidewalks, or asphalt to a depth greater than 12 inches or into soil beneath concrete sidewalks or asphalt.
2. Excavation into subsurface soil in buildings beneath slabs greater than two inches.
3. Scraping, blading or excavation of any area previously undisturbed or that appears to be undisturbed, such as areas covered with native vegetation, and blading or improvements to previously unimproved roads or paths.
4. Any additional fill material introduced to the site for development.

Suspending Work!

Any and all individuals working under this permit are authorized and required to stop any work activity if:

- Conditions differ from those that have been investigated.
- Unusual odors are discovered during earth work activities.
- Soils are stained
- Buried debris or visible signs of contaminations are observed.
- There is any question about the validity of this permit or accuracy of the spotting or utility location.
- Any utility line located, not identified by the site plan and/or spotter.

Pre-Site Picture:

System Contacts:

In the event of an EMERGENCY: Dial 911	
Utility	*Phone No.*
Electrical, Gas, Communication	Dig Tess - Dial 811
Water and Sanitary Sewer	City of Stephenville - (254)918-1257
Cable Television	Northland Cable (254) 918-4189

All inspections should be submitted via our portal on https:// stephenvillepermits.portal.iworq.net/ or called in 24 hours prior at 254-918-1224

Work Flow- New construction, Residential Inspections

- May be altered for Remodels as needed

RESIDENTIAL:

- Plan Review
- Form Survey
- T-Pole
- Plumbing Rough in (Building drain, sewer, water service)
- Foundation
- Electrical rough in
- Mechanical rough in
- Plumbing top out
- Plumbing gas rough in
- Framing
- Energy
- Electrical Meter release
- Plumbing Gas meter Release
- Electrical final
- Mechanical final
- Plumbing final
- Irrigation (As Builds, Backflow test)
- Document collection (RES Check, Form survey, As-Builds, Design professional)
- Building final/ CO

COMMERCIAL:

- Plan review
- Form survey
- T-pole
- Plumbing Rough in (Building drain, sewer, water service, Grease trap)
- Foundation
- Electrical wall rough
- Plumbing top out
- Plumbing gas rough in
- Framing
- Mechanical rough in (RTU, AC Systems, Condensates)
- Mechanical above ceiling (Vent hood, Duct Seal, Plenum ect)
- Electrical Above Ceiling (Hard lids , acoustical drops)
- Electrical Meter Release
- Plumbing Gas meter Release
- Electrical final
- Mechanical final (R-6, Boot connection duct to flex, RTU, AC System)
- Plumbing final

Workflow- New construction, Commercial/ Residential Inspections

- May be altered for Remodels as needed.

RESIDENTIAL:

- Plan Review
- Form Survey
- T-Pole
- Plumbing Rough in (Building drain, sewer, water service)
- Foundation:

Footings, Pier caps, Piers, Grade beam, stem walls, Rebar, Post tension, slab, Floor Framing

- Electrical rough in
- Mechanical rough in
- Plumbing top out
- Plumbing gas rough in
- Framing/Exterior Sheathing
- Interior Sheer walls (Ply or drywall assemblies)
- Brick tie/lath
- Energy (Insulation)
- Electrical Meter release
- Plumbing Gas meter Release
- Electrical final
- Mechanical final
- Plumbing final

Water heater, Domestic Water line, small repair jobs

- Irrigation (As Builds, Backflow test, Freeze sensor)
- Document collection (RES Check, Form survey, As-Builds, Design professional, Backflow)
- Building final/ CO

COMMERCIAL:

- Plan review
- Form survey
- T-pole
- Plumbing Rough in (Building drain, sewer, water service, Grease trap)
- Foundation

Footings, Pier caps, Piers, Grade beam, stem walls, Rebar, Post tension, slab, Floor Framing

- Electrical wall rough
- Plumbing top out
- Plumbing gas rough in
- Framing/ Exterior Sheathing

- Brick tie/Lath
- Mechanical rough in (RTU, AC Systems, Condensates)
- Mechanical above ceiling (Vent hood, Duct Seal, Plenum etc.)
- Electrical Above Ceiling (Hard lids, acoustical drops)
- Electrical Meter Release
- Plumbing Gas meter Release
- Electrical final
- Mechanical final (R-6, Boot connection duct to flex, RTU, AC System)
- Plumbing final

Water heater, Domestic Water line, small repair jobs

- Document collection (COM Check, Form survey, As-Builds, Design Professional, Engineer Inspections SAL)
- Building final/ CO

Excavation Permit #_____

THE CITY OF STEPHENVILLE TEXAS

STREET EXCAVATION AND CURB CUT PERMIT APPLICATION

Application Date:	START Date:	COMPLETION Date:

Abstract/Addition:	Acres/Block:	Lot(s):	Physical Address/Intersection:

Applicant/Owner:	Name of Project:

Mailing Address:	City:	State:	Zip:

Applicant/Owner Phone Number:	Applicant/Owner Fax Number:	Applicant/Owner E-mail:	Within a NFIP Floodway: YES NO

Contractor's Name	Contractor's Phone Number	Contractor's Mailing Address	Contractor's Zip

TYPE OF SURFACE

- ☐ CONCRETE
- ☐ ASPHALT
- ☐ BRICK
- ☐ SOIL
- ☐ OTHER_____

IMPROVEMENTS

- ☐ Street
- ☐ Sidewalk
- ☐ Alley
- ☐ Other: _____
- ☐ Median
- ☐ Parkway/Shoulder
- ☐ Driveway/Curb

LANE CLOSED TO TRAFFIC

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ Entire ROW

EXCAVATION DIMENSIONS

Depth: _____
Length: _____
Width: _____
# of Cuts: _____

DIRECTION OF CUTS

☐ Crossing ☐ Parallel ☐ Bore

REASON FOR PROJECT

Description: _____

INVESTIGATION RESULTS

- ☐ Electrical Power Distribution (Red)
- ☐ Natural Gas Distribution (Yellow)
- ☐ Water Distribution (Blue)
- ☐ Storm Drain Lines (Purple)
- ☐ Sanitary Sewer Lines (Green)
- ☐ Irrigation (White)
- ☐ Communication/T.V. (Orange)

1) Provided a set of plans of the proposed construction? ( ) YES ( ) NO

2) Is any additional information required? ( ) YES ( ) NO
If so, please state: _____

3) Any other federal, state or local permits submitted? ( ) YES ( ) NO
If so, please state: _____

Applicant/Contractor's Comments:

_____

GENERAL LAYOUT OF THE SITE

In the event of an EMERGENCY:
Dial 911

Utility	*Phone No.*
Electrical, Gas, Communication	**Dig Tess - Dial 811**
Water and Sanitary Sewer	City of Stephenville - (254)918-1257
Cable Television	Northland Cable (254) 918-4189

Applicant Signature:	Applicants Name (Print):	Date:

Permit Conditions:

1. This permit is task specific *(Identified on page 1 of this application and approved plans)*.
2. This permit is required for any excavation beneath and public street, sidewalk, alley, median, parkway, shoulder and/or curb.
3. This permit is required for each excavation activity over 12 inches of excavation.
4. This permit is valid from the proposed start date to the proposed completion date. The Applicant and/or Contractor are responsible for maintaining spotter's marks after permit is issued. Request a Re-spot if spotter's marks are not clearly visible.
5. This permit and all attachment shall be kept at the excavation site during excavation activities.
6. This permit is not intended to be a complete work release document. Other documents or attachment may be required prior to work.
7. This permit is not intended for the installation of foundations.

Site Plan Requirements:

A scale drawing site plan containing the following:

1. All lot lines and lot dimensions;
2. All existing and proposed structures;
3. All existing and proposed driveways;
4. Distances between lot lines and buildings (existing and proposed);
5. Distances between buildings;
6. Distances of existing and proposed driveways (length and width);
7. Distance of right of way (Width);
8. Distance between curb to curb (Width);
9. Distance between property line and street curbing (Width);
10. Proposed routing of drainage water showing all drain ways, curbs, retaining walls, etc.;
11. All required parking spaces and loading areas;
12. Driveway of adjoining properties and dimensions;
13. Driveway of property across the right of way and dimensions.

Suspending Work!

Any and all individuals working under this permit are authorized and required to stop any work activity if:

- Conditions differ from those that have been investigated.
- Unusual odors are discovered during earth work activities.
- Soils are stained
- Buried debris or visible signs of contaminations are observed.
- There is any question about the validity of this permit or accuracy of the spotting or utility location.
- Any utility line located, not identified by the site plan and/or spotter.

WATER / SEWER TAP APPLICATION

Service Address: _____

Property Owner Name (print)**:** _____

Property Owner Email: _____ **Phone #:** _____

Property Owner Mailing Address: _____

TYPE OF STRUCTURE TO RECEIVE SERVICE (CHECK ALL THAT APPLY)

☐ Single Family ☐ Multi-Family (# of units: ____) ☐ Irrigation

☐ Duplex ☐ Commercial / Retail / Industrial ☐ Other: _____

WATER TAP CHARGES

Size		Cost	Quantity	Total
¾ Inch	Tap & Meter	$ 1,915.00	_____	$ _____
1 Inch	Tap & Meter	$ 2,165.00	_____	$ _____
1-½ Inch	Tap	$ 2,000.00	_____	$ _____
2 Inch	Tap	$ 2,900.00	_____	$ _____
1-½ Inch	Meter *(at cost)*	$ _____	_____	$ _____
2 Inch	Meter *(at cost)*	$ _____	_____	$ _____
		Total Water Tap Charges		**$**

SEWER TAP CHARGES

Size		Cost	Quantity	Total
4 Inch	Tap	$ 1,350.00	_____	$ _____
6 Inch	Tap	$ 1,450.00	_____	$ _____
____ Dia.	Manhole *(at cost)*	$ _____	_____	$ _____
		Total Sewer Tap Charges		**$**

NOTES:

1. The Fiscal Year 2024-2025 Fee Schedule ("001 Water Services Rates and Fees" and "012 Sewer Services Rates and Fees") was adopted 09/17/2024 and became effective 10/01/2024.
2. The city provides residential and commercial meters up to 1-inch diameter.
3. The cost of city-approved meters larger than 1-inch shall be borne by the developer. Customer Service will provide an "at-cost" quote.
4. Minimum sewer lateral size: Single Family / Duplex (each unit) – 4" dia.; Multi-Family / Retail / Commercial – 6" dia.; Industrial – determined by Engineer. *(ESM Part II 2.6)*
5. Manholes will be required on 6" dia. and larger laterals where laterals connect to the main line. The cost of required manholes shall be borne by the developer. Customer Service will provide an "at-cost" quote.
6. Water and sewer tap charges do not include street repair. Street repair costs will be invoiced separately. ("402 Street Services Fees": Asphalt Surfaces – $3.75/sf; Concrete Surfaces: at cost; Brick Surfaces: $5.25/sf.)
7. **WATER AND SEWER TAPS WILL NOT BE PERFORMED UNTIL A UTILITY ACCOUNT HAS BEEN OPENED AND THE UTILITY DEPOSIT AND CONNECTION FEES HAVE BEEN PAID.**

WATER / SEWER TAP APPLICATION

I have read and understand the above notes. I hereby apply for connection to the water and/or wastewater system at the service address above. If any of the information I have provided is incorrect, I understand that I may be required to pay additional tap fees or other costs associated with the requested connections.

Applicant Signature: _____ **Date:** _____

Applicants applying on behalf of the property owner hereby certify that authorization has been granted by the property owner to act as a designated agent for this application.

Applicant Name (print)**:** _____

Applicant Email: _____ **Phone #:** _____

Applicant Address: _____

FOR CITY USE

Date Received: _____ iWorQ Permit #: _____

Customer Service Approval: _____ Date: _____

Permits Approval: _____ Date: _____

Water Main Size: _____ Existing Water Service: Y / N (Size: _____)

Sewer Main Size: _____ Existing Sewer Service: Y / N (Size: _____)

Existing Sewer Manhole: Y / N (Dia: _____)

Notes: _____

_____

_____

For questions, please contact:

- Customer Service (254) 918-1226 customerservice@stephenvilletx.gov
- Permits (254) 918-1224 permits@stephenvilletx.gov
- Public Works (254) 918-1292 publicworks@stephenvilletx.gov
- Utility Billing (254) 918-1230 utilitybilling@stephenvilletx.gov

Stephenville TEXAS

NO: 26792
SO: _____

APPLICATION FOR UTILITY

Residential Account ( ) **Name Change Only ( )** **72 Hour Account ( )**

Date to Open Account: _____ Account Number: _____

Name: _____ Gender M or F

Social Security #: _____ Driver's License or ID: _____ State: _____

Date of Birth: _____ Home Phone: _____ Work Phone: _____

Employer's Name: _____

Co-Applicant: _____ Gender M or F

Social Security #: _____ Driver's License or ID: _____ State: _____

Date of Birth: _____ Home Phone: _____ Work Phone: _____

Employer's Name: _____

Do you rent ( ) or own ( ) Landlord's Name: _____ Phone: _____

Service Address: _____

Mailing Address: _____

Water Deposit Amount: $150.00 Connection Fee: $20.00 Amount Paid: _____

Payment Method: Cash ( ) Credit Card ( ) Card Type: _____

Check ( ) Check # _____ Bank _____

Commercial ( ) **Date to Open Account:** _____

Name of Company or Business: _____

Legal Representative: _____

Driver's License: _____ Social Security#: _____

Federal Tax Id #: _____ Phone Number: _____

Service Address: _____

Mailing Address: _____

A SERVICE DEPOSIT SHALL BE REQUIRED WHICH SHALL BE EQUAL TO AN ESTIMATE OF THE COST OF SIXTY (60) DAYS UTILITY SERVICE, WITH A ONE HUNDRED FIFTY DOLLAR ($150.00) MINIMUM DEPOSIT. THE AMOUNT OF THE DEPOSIT SHALL BE ESTIMATED BY THE UTILITY BILLING CLERK OR HIS OR HER AUTHORIZED REPRESENTATIVE WHERE BILLING FIGURES FOR A COMPARABLE ESTABLISHMENT IS NOT AVAILABLE.

Water Deposit Amount: _____ Connection Fee: $20.00 Amount Paid: _____

Payment Method: Cash ( ) Credit Card ( ) Card Type: _____

Check ( ) Check # _____ Bank _____

_____ _____

Applicant Signature Date Co-Applicant Signature Date

_____

Water Department Approval Date

Do you wish your personal information to be confidential? Yes ( ) or No ( )

City of Stephenville • 298 West Washington • Stephenville, TX 76401
Phone Number (254) 918-1220 • Fax Number (254) 918-1207