

COMMERCIAL APPLICATION FOR UTILITY SERVICE

City of St. Louis * 300 N. Mill St. *St. Louis, MI 48880 *989-681-2137 *Fax 989-681-3842

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You will need the following documents when applying for utility service:

- Copy of Driver's License or Alternate Government Issued Picture Identification
- Copy of Proof of Ownership (i.e. Deed, title work, bill of sale, etc) OR Utility Waiver of Lien Privilege Affidavit and Lease Agreement (Renter)
- Completed Application for Utility Service (this form)

*****INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED*****

Address of Premises to be Served _____ St. Louis, MI

Are you an owner _____ OR Are you a renter _____ Landlords name _____

Address to send bill (if different than service) _____

Applicant One (owner or primary tenant)

Name _____ EIN or SS# _____

Phone # _____ Work# _____ Cell# _____

Driver's License Number _____ Employer _____

Email Address _____

Applicant Two (Co-Owner)

Name _____ EIN or SS# _____

Phone # _____ Work# _____ Cell# _____

Driver's License Number _____ Employer _____

Email Address _____

SS# - Provision of your social security number is voluntary. The City will not deny you service based on your refusal to supply your social security number. However, the City will require you to pay an additional deposit amount. The social security number will be used to facilitate collection of delinquent utilities if you do not timely and voluntarily pay utilities. Using the social security number will allow the utilities clerk to claim payment of any unpaid utility bills from income refunds, wage garnishments, and or attach bank accounts to collect payment for these and any other obligations owed to the City. Your social security number may also be shared with other local governments and other departments of the local government to facilitate the collection of utilities, taxes, and any other obligations. Otherwise, the City is obligated to keep your social security number private.

In case emergency services are required, and we are unable to locate you, please list whom we could contact:

Name _____ Phone _____ Address _____

Requested Connection Date _____

CONSUMER RESPONSIBILTIIY

PAYMENT The applicant agrees to pay monthly for the utility services rendered by the City of St. Louis. Services generally include electric, water, sewer, and solid waste. Charges for service will be made at the regular established rates for the class of service applicable to the applicant. It is the consumer's responsibility to review the monthly bills

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for accuracy and notify the City of any concerns. A \$35 fee will be charged on Non-sufficient fund checks. Repeated NSF's will require payment in cash or money order.

DELINQUENCY: Payment for services is due immediately upon billing and shall become delinquent if not paid by the due date reflected on such billing. A late charge of 10% per month of the unpaid balance will be added to delinquent accounts. The applicant agrees to pay reasonable expenses of collection including collection agency fees, attorney fees, interest fees, and court costs should it become necessary to use such measures to collect the charges made to the applicant's account. The City shall terminate service on delinquent accounts not paid after notice. In order to restore service the customers must bring current all delinquent charges. In addition, the City will charge a shut off administration fee and may assess a reconnection fee.

SECURITY DEPOSIT: The applicant is required to pay a deposit if they are not the owner of the property served. It is agreed by the applicant that the deposit is not considered as prepayment of any bill. Unpaid accounts will be considered delinquent notwithstanding the existence of the security deposit. The City may apply the amount of the security deposit to the applicant's final bill and any balance remaining will be refunded to the applicant. A final bill cannot be initiated on rental property without confirmation from the landlord.

REASONABLE ACCESS: The applicant shall permit the City's authorized representatives to enter onto the customer's premises at all reasonable times for purposes connected with rendering service, billing, or disconnecting utility services. Services may be terminated if reasonable access is not permitted.

TERMINATION OF SERVICE: The applicant agrees to be responsible for the payment of utility charges incurred at these premises until their responsibility is terminated in one of the following ways:

1. By mutual agreement evidenced in writing and signed by the City and the applicant.
2. By a two-day written notice from the customer to have services disconnected and the City physically terminating the service.
3. By the proper assumption of the payment responsibility by a party acceptable to the City and upon completion of an application for service by the other party.

The applicant(s) warrants that all the information provided by them in this application is true and correct and understands that false or misleading information shall be cause for the City to deny or cancel service and demand immediate payment of any amounts which are due.

Applicant One Signature _____ Date _____

Applicant Two Signature _____ Date _____

For Office Use Only:

1. Application must be signed and dated by applicant
2. Review for missing information and ask for voluntary compliance. If SS# is not indicated, deposit is required regardless of ownership (2 times standard rental deposit amount)
3. Attach copy of Driver's License
4. Attach copy of Lease/Utility Waiver Affidavit or Proof of Ownership

Verified by (initials): _____

11/2025