

CITY OF ELGIN

APPLICATION FOR RESIDENTIAL SERVICES

GARBAGE

REFUNDABLE DEPOSIT: \$50 APPLICATION FEE: \$50

DEPOSITS/SERVICE FEES/ LEASE/ CLOSING DOCUMENTS/ PICTURE
ID ARE REQUIRED TO ESTABLISH SERVICE

SERVICE START DATE: _____

SERVICE ADDRESS: _____

MAILING ADDRESS: _____

CUSTOMER INFORMATION

PRIMARY NAME (printed on the bill): _____

DRIVERS LICENSE #: _____ DATE OF BIRTH: _____

HOME PHONE: _____ WORK PHONE: _____

CELL PHONE: _____ ALT PHONE: _____

SECONDARY NAME (not printed on the bill): _____

DRIVERS LICENSE #: _____ DATE OF BIRTH: _____

HOME PHONE: _____ WORK PHONE: _____

CELL PHONE: _____ ALT PHONE: _____

PREFERRED BILLING METHOD

☐ PAPER BILL – U.S. MAIL

☐ PAPERLESS BILL – EMAIL:



☐ Please check the box to elect to have your information remain confidential. Utility customers have the right to request confidentiality of personal information. Personal information is defined as "an individual social security number, address or telephone number". Typically, these things have been available routinely through an Open Records Request. All other information on your account is still subject to the terms of the Open Records Act. Further, this information is still available to other utility suppliers, law enforcement agencies, government officials and consumer reporting agencies.

Customers are responsible for the timely payment of their Utility Bill whether the bill is received or not. Utility bills are due on the date printed on the bill. If you do not receive your utility bill, please contact the Utility Billing Department as soon as possible.

Initial

Customers are responsible for reviewing the accuracy of their Utility Bill. If you find an error, please contact the Utility Billing Department as soon as possible.

Initial

If not paid by the due date, a penalty of 10% of the unpaid balance is applied to the account. Full payment including penalty charge is due no later than the 10th day after bill is due.

Initial

IF THE DUE DATE FALLS ON A DATE THAT THE CITY OF ELGIN OFFICES ARE CLOSED (A WEEKEND OR HOLIDAY) YOU CAN STILL, MAKE YOUR PAYMENT AFTER HOURS BY UTILIZING THE NIGHT DROP BOX AT CITY HALL OR VIA THE WEBSITE AT WWW.ELGINTX.COM.

I certify that all the above information is true and correct to the best of my knowledge. Also, I acknowledge that any previous City of Elgin Utility Account balances owed by me or authorized person listed above will be due at the time of service.

Payment accepted in the form of cash, check, money order, VISA, MASTER CARD or DISCOVER only (\$3 convenience fee). Make check payable to: CITY OF ELGIN UTILITIES

SIGNATURE

DATE

FOR OFFICE USE ONLY

Connection Date: _____ Initials: _____

Account #: _____

