



Service Request Form

Village Office
817 N. Main St.
Almont MI 48003
ppardo@almontvillage.org
810-798-8528 Ext. 4001

Customer Information

Date of Request: _____

Name: _____

Name of Company Contact: _____ Phone: _____

Service Address: _____ Email: _____

Billing Address: _____ PO Box: _____

State: _____ Zip Code: _____

Please Check All that Apply: ☐ New Customer ☐ Existing Customer ☐ Owner ☐ Renter ☐ Property Transfer

Please Select the Service You Require:

Effective Date: _____

☐ Final Read (24 hour notice required) ☐ Water Shut off /on (25.00 fee) ☐ Enroll for paperless billing

☐ Pull Meter (100.00 fee) ☐ Reinstall Meter (100.00 fee) ☐ un-enroll for paperless

☐ Change Billing Address: _____

☐ Change Email Address: _____

☐ Name Change: _____

Email address is required for final water bill. Payment for final water bill is due within ten days.

If Final Read, Please Provide:

Name of New Occupant: _____ New Occupant Telephone #: _____

Please read and acknowledge this important information regarding your email delivery method.

Terms and Conditions: By completing this enrollment form, you are choosing to receive your Village of Almont Utility Bill electronically and will not be receiving a bill by mail. You have the right to withdraw your consent at any time by emailing a copy of this form to the Utility Billing Clerk. Once enrolled in the electronic e-bill program, you are responsible for ensuring receipt of email. The Village of Almont will email your statement to the address you provide and if you fail to receive it, you are responsible for all charges on the account by the due date. To ensure that we are able to provide you with accurate billing information, **you must update us with any changes to your email account.**

Email Address: _____

Signature of Requestor/Owner: _____ Date: _____

Office Use Only

☐ Village Office ☐ Township Office ☐ Assessor's Office ☐ DDA Office