

**Town of Oak Grove Water & Sewer Department
Utility Service Agreement for Rental Properties**

Service Address: _____

Tenant/Applicant Information

Name: _____

Mailing Address: _____

Phone Number: _____

Driver's License Number/State: _____

Date of Birth: _____

Utility Account Number): _____

Social Security Number: _____

Property Owner Information

Name: _____

Mailing Address: _____

Phone Number: _____

Driver's License Number/State (or Tax ID): _____

Utility Account Number: _____

Deposit Information

A deposit is required prior to the establishment of utility services.

Deposit Amount: \$ _____

Date Paid: _____

Receipt Number: _____

Paid by Tenant Paid by Property Owner

The deposit may be applied to any unpaid balance on the account in the event of nonpayment. Any remaining deposit, after all final charges are satisfied, will be refunded in accordance with Town policy.

Agreement Terms

1. **Responsibility for Payment**

Utility services (water and sewer) may be established in the name of the tenant/applicant; however, the property owner acknowledges and agrees that they are ultimately responsible for all charges incurred at the service address.

2. **Tenant Obligation**

The tenant/applicant agrees to pay all water and sewer charges in full and on time in accordance with the Town of Oak Grove's billing policies.

3. **Owner Guarantee**

In the event the tenant/applicant fails to pay any balance due, the property owner agrees to be responsible for and promptly pay any unpaid charges, including penalties, fees, and administrative costs.

4. **Service Enforcement**

The tenant/applicant and property owner acknowledge and agree that the Town of Oak Grove may:

- o Discontinue or refuse service at the property for nonpayment;
- o Require full payment of all outstanding balances prior to reconnecting service;
- o Deny the establishment of new service accounts for the property owner until all past-due balances are satisfied;
- o Refer unpaid balances for collection and/or pursue legal action.

5. **Acknowledgment**

By signing below, both parties acknowledge that they have read, understand, and agree to the terms of this agreement and the policies of the Town of Oak Grove Water & Sewer Department.

Tenant/Applicant Signature: _____ **Date:** _____

Property Owner Signature: _____ **Date:** _____

Town Representative: _____ **Date:** _____