Utility Service Application

**** *SIGNED LEASE, VALID PHOTO ID AND DEPOSIT REQUIRED ***

Town of Middletown
19 West Green Street
Middletown DE 19709
(302) 378-2711
Fax (302) 378-9172
www.middletownde.org

Name : _____Date of Birth:_____
Last First Middle

Address you are moving to: _____

Phone #:_____ Employer:_____

Driver's License #: _____ State:_____ Expiration: _____

Have you, your spouse or anyone included on your lease ever had a utility account with the Town of Middletown before? _____Yes _____No If yes, please state the name and service address:

_____

List all adults (18 or older) who will be residing at this address:_____

_____

Landlord Name:_____ Landlord Phone #:_____

Landlord Address:_____

☐ If you, your spouse or anyone who will reside at the residence owes the Town of Middletown any past due/delinquent bills, you must pay all of these bills IN FULL before any service will be provided at the above service address. Additionally, if after this service is provided, it is found that such past due/delinquent bills do exist, current service will be disconnected until payment is made in full.

☐ I understand that bills are due monthly. A $5.00 late fee will be assessed 7 days after the due date on the bill. Failure to receive bills shall not prevent such bills from becoming delinquent nor relieve the customer of his/her obligation. If service is disconnected due to non-payment, a $35.00 reconnection fee will be assessed and the customer must bring current all charges to restore service.

☐ A payment made with a bad check will be treated the same as non-payment and will be subject to immediate disconnection without notice. If service is disconnected due to a returned check, a $50.00 fee will be assessed and the customer must pay the returned check amount plus the fee by cash, debit or money order to restore service. Two returned checks within a 12 month period will result in the account becoming cash only for 1year. Payments will only be accepted by cash, debit or money order.

☐ The customer is responsible for the payment of all utility charges at this address until a service termination request form is received no less than 24 hours before moving and a final meter reading has been made by the Town of Middletown.

☐ Once a service termination request form is received, the deposit will be credited to the final bill. A bill will be issued for the difference if the final charges are more than the deposit. If the final bill is less than the deposit, a refund check will be issued for the difference and mailed to the forwarding address provided by the customer.

☐ I give permission to the Town of Middletown to take the actions needed to locate me if I leave a bill unpaid.

_____ _____
Signature Date

By signing above, I agree to make payment for all services rendered by the Mayor and Council of Middletown and understand the policies stated above.

Office Use Only:

Payment **Received by:** **Photo Id Checked** ☐