



APPLICATION FOR COMMERCIAL UTILITY SERVICE

P.O. Box 638, 305 N. Arch, Royse City, TX 75189
Ph:972-636-2250, Fax:972-635-2319
Email: utilities@roysecity.com

Notice: This application is a government record, as defined by the Texas penal code, Section 37.01. Making a false entry in a government record is a criminal offense. This form will not be considered a viable application for city utilities unless the form has been completed in it's entirety, every blank must be completed. All city utility accounts shall bear the name of the individual accepting the responsibility of the deposit and certificate of occupancy. This form must be signed and dated by the individual accepting the responsibility for the utility deposit and the certificate of occupancy.

Service Request Date: Account #: Company Name:

Service Address: Mailing Address (if different):

President of Legal Representation: Type of Business:

- Corporation Sole Owner Partnership Other

If the account is in a business name a copy of the TAX ID certificate OR the SS-4 IRS letter assigning the company the EIN # must be provided . The W-9 form is not accepted.

Social Security : Tax ID/EIN#

DL #: State:

Phone: Fax:

Email: Bill Type: Mail Email Both (preferred)

PROPERTY USE: Check One

Rent (Must provide copy of signed lease agreement.)

Landlord's Name: Phone #:

Own (Must provide copy of signed closing documents.)

Management Account (Must provide signed management agreement.)

SANITATION: Main Street accounts are shared dumpsters.

Commercial Dumpster Size: cu yard; to be picked up times per week.

Main Street Shared Dumpster: Commercial Cart(s): (1) time a week pu.

Please note sanitation request for cart service will include (1) cart in the monthly service charge.

If you require additional trash containers a charge of \$5.25 per additional cart will be added to your bill.

I acknowledge water service will be turned on at the above property. I will not hold the City of Royse City responsible for any property damage due to water being turned on without my presence.

I acknowledge if the meter shows usage, it will be turned back off and my presence will be required for connection of service.

Signature of Authorized Representative: Date:

OFFICE USE ONLY:

Send Tenant/Owner to Development Services for CO and Fire Inspection:

Main Street Business give occupant MS Mgr. business card Email MS Mgr. Contact info.

CHG Bill Type: Statement Billing:

Check Services: Check Rate Code (Business/Commercial/Irrigation):

Send SS work order for dumpster/toter request (if needed):

Account Type: Main Account: Irrigation Account: Scan Documents:

CITY OF ROYSE CITY

OFFICE INFORMATION CONTACTS

OFFICE CONTACTS:

BUSINESS NAME: _____

OWNER: _____ PHONE/EXT: _____

EMAIL ADDRESS: _____ PHONE: _____

OFFICE MANAGER: _____ PHONE/EXT: _____

EMAIL ADDRESS: _____ FAX: _____

ACCOUNTS PAYABLE: _____ PHONE/EXT: _____

EMAIL ADDRESS: _____ FAX: _____

ADDITIONAL CONTACTS:

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

The above personnel have authority to discuss account information with the City of Royse City.
I understand it is my responsibility to update information as needed.

Print Name: _____

Signature: _____

CITY OF ROYSE CITY

Account Privacy Agreement

The City of Royse City is a government operated utility. Your account information is considered public record under the Texas Public Information Act.

The Texas Utility Code, Chapter 182.052 allows a customer's account information confidential except to:

- 1) An official or employee of the state, a political subdivision of the state, or the United States acting in an official capacity.
- 2) An employee of a utility acting in connection with the employee's duties.
- 3) A consumer reporting agency.
- 4) A contractor or subcontractor approved by and providing services to the utility, the state, a political subdivision of the state, or the United States.
- 5) A person for whom the customer has contractually waived confidentiality for personal information.
- 6) Another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation.

AUTHORIZATION FOR CONFIDENTIALITY REQUEST:

I understand my account information is considered public record and I have the right to request my personal account information and any information relating to the volume or units of utility usage or the amount billed to be kept confidential.

PLEASE CHECK ONE:

- I request my account information kept confidential with the exception of the authorize person(s) listed on the Office Information Contacts form.
- I authorize any and all account information to be released up on request.

You may rescind your request for confidentiality upon a written request to the Water Department.

Applicants Signature

Date

CITY OF ROYSE CITY

Service Agreement

I. **Purpose.** The City of Royse City is responsible for protecting the drinking water supply from contamination or pollution, which could result from improper plumbing practices. The purpose of this service agreement is to notify each customer of these restrictions to ensure public health and welfare. Each customer must sign this agreement before the City of Royse City will begin service. In addition, when service to an existing connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.

- II. **Plumbing Restrictions.** The following unacceptable plumbing practices are prohibited by State regulations.
- A. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate backflow prevention device.
 - B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
 - C. No connection that allows water to be returned to the public drinking water supply is permitted.
 - D. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of plumbing at any connection that provides water for human use.
 - E. No solder or flux that contains more than 0.2% of lead can be used for the installation or repair of plumbing at any connections that provides water for human use.

III. **Service Agreement.**

The following are the terms of the service agreement required by the City of Royse City.

- A. The Water System will maintain a copy of this agreement as long as the Customer and/or the premises are connected to the Water System.
- B. The Customer shall allow his/her property to be inspected for possible cross-connection and other unacceptable plumbing practices. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other unacceptable plumbing practices exist; or after any major changes to the private plumbing facilities. The inspection shall be conducted during the Water System's normal business hours.
- C. The Water System shall notify the Customer in writing of any cross-connection or other unacceptable plumbing practice that has been identified during the initial inspection or the periodic re-inspection.
- D. The Customer shall immediately correct any unacceptable plumbing practice on his/her premises.
- E. The Customer shall, at his/her expense, properly install, test and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.

IV. **Enforcement.**

By signing this agreement you agree to all terms and conditions listed in the agreement. If you fail to comply with the terms of the Service Agreement, the Water System shall, at its option, terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

Customer Signature: _____ Date: _____



The City of Roysse City participates in an IRIS or Immediate Response Information System for each household or property located within the City limits. This system allows the City to send mass notifications for both Emergency and Non-Emergency situations. It has the ability to broadcast notification through multiple forms of communication to hundreds of thousands of residents quickly. Please take a few minutes to provide the information requested below and return this form to the City of Roysse City Utility Department located at 305 N. Arch Street. Thank you for your time and attention in this viable resource. All information contained herein shall remain confidential.

Sec. 13.03.005 Emergency Notification Fee

An annual emergency notification fee not to exceed three dollars and fifty cents (\$3.50) shall be imposed on all utility accounts. (Ordinance 10-07-787 adopted 7/13/10)

CONTACTS & TELEPHONE NUMBERS

Name	
Address	
Phone #1	Text Y/N
Phone #2	Text Y/N
Phone #3	
Email Address #1	
Email Address #2	
Business Name	
New or Update Info	
Date:	

*****OFFICE USE ONLY*****

_____ Removed previous owner/renter

_____ Change/Update user type

_____ Entered account number