



212 N. Race St. Everman Tx. 76140  
Office: (817) 293-0525 Fax: (817) 551-9495

**RESIDENTIAL WATER ACCOUNT SERVICE APPLICATION**

**Application and deposit must be received in the Utility Billing Office by noon to be processed the same day.**

NAME: (Last, First, Initial) \_\_\_\_\_

DOB: \_\_\_\_\_ S.S. # \_\_\_\_\_ D.L # \_\_\_\_\_

EMAIL: \_\_\_\_\_ HOME: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ WORK: \_\_\_\_\_

EMPLOYER: (Name & Address) \_\_\_\_\_

SPOUSE NAME: (Last, First, Initial) \_\_\_\_\_

DOB: \_\_\_\_\_ S.S # \_\_\_\_\_ D.L # \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMPLOYER: (Name & Address) \_\_\_\_\_

**SERVICE ADDRESS:** \_\_\_\_\_

**BILLING ADDRESS: (if different)** \_\_\_\_\_

**DATE OF SERVICE TO BEGIN:** \_\_\_\_\_ **OWN or RENT?** \_\_\_\_\_

**IF RENTING- NAME & ADDRESS OF LEASING AGENT OR LANDLORD:** \_\_\_\_\_

\_\_\_\_\_ **A OF DEPOSIT: \$** \_\_\_\_\_ as a security for any bills which may be due or may become due, to the City of Everman for water or other services on these premises.

**IS THERE A RECYCLING BIN AT THE SERVICE ADDRESS: YES or NO**

**TERMS AND CONDITIONS OF SERVICE FOR THE CITY OF EVERMAN**

1. **Bills are due upon receipt or not later than the 15<sup>th</sup> of each month.**
2. **No delinquent notices will be sent after penalties are applied.**
3. **All unpaid balances will receive a 10% penalty after the 15<sup>th</sup> of each month and are subject to disconnection of services on the 25<sup>th</sup> of each month. A \$50.00 service charge WILL be added.**
4. **EXTENSIONS WILL NOT BE PROCESSED ON THE CUT-OFF DAY.** Extensions MUST be requested before the 25<sup>th</sup> of each month.
5. **You will have a minimum bill on all services provided by the City of Everman REGARDLESS of usage.**
6. For water to be turned on, ALL faucets, washers, connections, etc., must be off. When water service is established, your representative must be on the premises while the water service is being turned on.
7. Water furnished hereunder is for the sole use of the customer and the selling, furnishing, or permitting the use of water to third parties is expressly prohibited.
8. All lines up to and including the meter and meter box are and remain the property of the City of Everman regardless of the location thereof.
9. This contract and rights hereunder are not transferable without the consent of the City of Everman in writing.
10. **WATER SUPPLY TAMPERING- Code of Ordinances-Section 20-199 (#10), It is unlawful to remove, change, interfere with, or tamper with any water meter.**

**SIGNATURE ACKNOWLEDGES CUSTOMERS UNDERSTANDING AND AGREEMENT TO TERMS OF SERVICE.**

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

**ACCOUNT #** \_\_\_\_\_

**DEPOSIT AMOUNT:** \_\_\_\_\_



## **Residential Certificate of Occupancy Inspection Requirements**

- 1. Must have Electricity Service at the time of Inspection.**
2. Inspections are carried out Monday – Friday between 1:00 pm and 4:00 pm. An 18-year-old adult must be present at the time of Inspection.
3. If the property has Gas Service, then the Gas must be turned on and a carbon monoxide detector must be posted on the hallway wall.
4. Every room of the house must have a working smoke detector placed above the door of the room. Also, a functioning smoke detector must be placed in the hallway.
5. All the Electrical outlets of the Kitchen and Kitchen counter must have a **GFCI** (Ground Fault Circuit Interrupter) switch. Also, the exterior outlets must have a **GFCI** switch.
6. The Building and Lawn must be clean of Trash, Debris, and Tall Grass.
7. Windows and broken panels must be replaced before Inspection.
8. All addresses must have a **4'inch letter** and must be placed in a visible area on the curve or on the mailbox.
9. All the Wood and Metal exposed must be weather protected (painted etc....)
10. All Windows and Doors must be **fully operational** from the inside **without** any special use.
11. All electrical outlets must be functioning properly; cover plates must be attached and secure.
12. Replace missing panel blanks in the electric breaker box.
- 13. Must provide a minimum hot water temperature of 110°.**

**All requirements must be met before the property is occupied or before the Water is TURNED ON!**

Thank you,  
Rodolfo Gonzalez  
rgonzalez@evermantx.net  
City of Everman Inspector



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## **Water Bill Delinquency Policy-Final Out Procedure Effective August 2014**

Subsequent to the termination of Water Services, a resident has one calendar month from the date of water cut-off to bring the bill currently. If the resident fails to bring the bill current the account will be closed, the deposit will be applied to the balance and the balance will remain in the accounting system subject to collection.

If the resident continues to occupy the residence after the water cut-off, Code Enforcement will be notified. The code calls for the notification of the resident (and the landlord if applicable) that occupying a residence without water service is a Code Violation. Ten days after notification, if the residence is still occupied, the resident will be ticketed, as will the landlord, if applicable.

To resume water service for the previous account holder the delinquent balance must be paid and a new account must be set up. The required deposit on the New Account may be increased at the discretion of City Management.

\_\_\_\_\_ I have read the terms and conditions of the Water Bill Delinquency Policy.

C.W. Spencer

City Manager



## The City of Everman Water Department

Personal information in your City of Everman Water Department customer account records (e.g., your address and telephone number) is considered public information under the Texas Government Code, Chapter 552 (Public Information Act). The social security number of a living person is confidential and may not be released.

The Texas Utilities Code, Chapter 182 (Rights of Utilities Customers), provides that a government-operated utility may not disclose personal information if the customer requests that the government-operated utility keep the personal information confidential.

- A request for confidentiality under Chapter 182 does not prohibit a government-operated utility from disclosing personal information in a customer's account record 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 contract 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; or (6) another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation. A customer may rescind a request for confidentiality by providing the government-operated utility written permission to disclose personal information. A government-operated utility or an officer or employee of a government-operated utility is immune from civil liability for a violation of the Texas Utilities Code, Subchapter B.

This form enables you to request confidentiality of your personal information under the Texas Utilities Code, Chapter 182. If you wish to request the confidentiality of your personal information, please check the box below and return this form. This form can be returned to: the City of Everman, Customer Service, 212 N. Race Street, Everman, Texas 76140. If you would like to hand deliver this form you can take it to the Everman City Hall, Customer Service, 212 N. Race Street, Everman, Texas.

\_\_\_\_ I request that my personal information maintained by the City of Everman Water Department be kept confidential under Texas Utilities Code, Chapter 182.

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Signature

Date