Route/Service:	CUSTOMER NO.;

### CITY OF BIGGS

# APPLICATION FOR SERVICES COMMERCIAL/INDUSTRIAL ACCOUNTS PO BOX 307, BIGGS, CA 95917-0307 ◆ 530-868-5493

PLEASE COMPLETE THE FOLLOWING APPLICATION COMPLETELY. THE CITY OF BIGGS WILL PROVIDE YOU WITH THE COSTS OF UTILITY RATES AND ALL CHARGES AND RULES THAT MAY BE APPLICABLE. ADDITIONAL INFORMATION MAY BE REQUIRED TO EVALUATE YOUR APPLICATION. TODAY'S DATE: \_\_\_\_\_SERVICE START DATE: \_\_\_\_\_ Name: \_\_\_\_\_ Mailing address:\_\_\_\_\_ SERVICE LOCATION: \_\_\_\_\_ APT./UNIT NO. \_\_\_\_ OWN \_\_\_\_\_ RENT \_\_\_\_\_AGENT\_\_\_\_(CHECK ONE) PROPERTY OWNER/ADDRESS:\_\_\_\_ FEDERAL TAX ID NO.: \_\_\_\_\_ STATE BOARD OF EQUALIZATION NO: **CONTACT PERSON: BUSINESS ADDRESS:** BUSINESS PH: Home Address: HOME PH: E-MAIL ADDRESS: PERSON COMPLETING APPLICATION: \_\_\_\_\_\_ TITLE/POSITION: I/WE HEREBY CERTIFY ALL INFORMATION WHICH I/WE HAVE STATED ON THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY/OUR KNOWLEDGE. I/WE AUTHORIZE THE CITY OF BIGGS TO OBTAIN CREDIT REPORT(S) AND/OR TO VERIFY THE ABOVE INFORMATION. APPLICANT SIGNATURE DATE

#### **UTILITY SERVICE DEPOSIT:**

AMOUNT RECEIVED:		
DATE PAID:		
Commercial	3X Estimated Monthly Average - \$150.00 minimum	

#### **BILLING OF SERVICES:**

All service is billed to the 15th of each month or as indicated on your bill. Billings are mailed at the first of each month. If you fail to receive your bill please contact our office immediately. You are responsible for payment of your bill even if you do not receive your bill. Payment is due by the 10th day of each month and is delinquent if payment is not received by the 20th day of each month, (if the 20th falls on a weekend or holiday then payment is due the next business day following the 20th). All past due accounts will be charged 10% penalty, plus the maximum interest allowed by law (7% per annum) will be added to unpaid accounts on the first working day of each month.

Water, sewer and garbage service is required for all property owners. This is a basic service that is not related to actual use or occupancy. Account transfers are allowable only with a change in ownership evidenced by official documentation filed with our office.

#### **SERVICE DISCONNECTION:**

Non-payment: Payments for service reconnection and tampering will be accepted in cash, cashier check or money order only. If your electrical service has been turned off for non-payment of your account, a \$50.00 fee, in addition to the outstanding balance of your account, will be collected to reinstate your service. Payment must be received during regular business hours (Monday-Friday 9:00 am to 3:00 pm). For payments received Monday-Friday between 3:00 pm and 4:00 pm additional overtime labor charges may be applied. Payments and requests for service reconnection will not be processed after 4:00 pm.

#### **COLLECTION FEES:**

If Utility Customer's account has reached 90-day delinquent status City staff shall begin collection proceedings against the utility customer. An administrative fee of \$200 will be assessed to all accounts that reach collection status.

## RETURN CHECK FEE: \$35.00 DEPOSIT REFUND:

When your account remains without any late or delinquent charges for twelve consecutive months, you are eligible for a deposit refund. You are required to request and sign for a deposit refund. The deposit amount will be applied directly to your account. When closing your account, the deposit will be applied to your final balance and any refund or balance due will be mailed to the address on file.

#### **METERS AND ADDITIONAL CHARGES:**

Meters must be accessible at all times. If the meter is found to be inaccessible a fee of \$50.00 may be charged to your account. Inaccessible includes but is not limited to, locked gates/fences or buildings, animals, or overgrown landscape.

Meter tampering is prohibited. When unauthorized use of electricity is confirmed, either tenant or property owner will be assessed a penalty of \$100.00. For a second tampering offense the penalty is increased to \$200.00 and may be subject to further legal proceedings.

By my/our signature(s) below, I/we have read and understand the above policies and charges which I/we could be charged. I/we additionally understand the above can be changed without my/our knowledge and it is my/our responsibility to remain informed:

Signature-Applicant	Date
Signature rippireum	Bute
Signatura Ca Applicant	Data
Signature-Co Applicant	Date