



# City of Eagle Point

17 Buchanan Ave, P.O. Box 779 Eagle Point, OR  
(541)826-4212 Fax: (541)826-6155

OFFICE USE ONLY

Deposit Paid: \_\_\_\_\_

Date: \_\_\_\_\_

Receipt #: \_\_\_\_\_

## Application for Utility Services

Name: \_\_\_\_\_ Begin Date: \_\_\_\_\_

Service Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Property Owner/ Landlord: \_\_\_\_\_

### Statement Options

\*Email Address: \_\_\_\_\_  Email Only  Email & Paper  Paper Only

Email statement will come from [billing@cityofeaglepoint.org](mailto:billing@cityofeaglepoint.org), please be sure to add this address to your contacts.

**\*\*\*Direct Payment (ACH Debit) also available\*\*\***

\*I(we) hereby authorize the City of Eagle Point, hereinafter called CEP, to send my monthly billing statement as indicated above.

\*This authorization is to remain in full force and effect until CEP has received written notification from account holder(s) of its termination in such time as to afford CEP and EMAIL DOMAIN a reasonable opportunity to act upon it.

Eagle Point Ordinance No. 2007-09 specifically states that all water meters will be read on/about the 25<sup>th</sup> day of each month. Bills are mailed on/about the last working day of each month. The bill is due and payable by the 10<sup>th</sup> day of the following month, and becomes delinquent on the 20<sup>th</sup>. If your utility account becomes past due, your account will be assessed a \$5.00 late fee and a delinquent notice will be mailed to you on the 20<sup>th</sup> of the month stating payment must be received on or before the 10<sup>th</sup> of the next month. If the past due balance is not received by the 10<sup>th</sup>, a notice will be left at your residence and another late fee will be added to your account. The total balance must be paid to avoid interruption in service. If it becomes necessary to disconnect service, the water meter will be locked and remain off until full payment plus a reconnection fee is received. In addition, until all past due charges are paid, there shall be a lien against the property in the amount of such charges.

**There is also a "Returned Item Fee" for any checks or ACH's that are returned to the City by your bank for any reason.**

Should water service be shut off by CEP, and reconnected by someone other than a CEP representative, the meter will be locked off and/or pulled until such time as all past due amounts are paid. A person tampering with any water meter may also be cited into Eagle Point Municipal Court.

Renters and/or person(s) leasing a property are required by Ordinance No. 2007-09 to pay a deposit for water service. The deposit shall be refundable upon request for discontinuance of service, and when the closing bill has been satisfied. Owners/Landlords will be notified of any delinquent tenant accounts.

Property owners are not required to pay a deposit, but are required to provide proof of ownership prior to water service being turned on in their name. Owners will also need to provide proof of sale of home to have service taken out of their name.

**I acknowledge the above and hereby agree to conform to all rules, regulations and ordinances of the City of Eagle Point as a condition of the provision of water.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

The City of Eagle Point is an Equal Opportunity Provider.