



RESIDENTIAL APPLICATION FOR WATER AND SEWER SERVICE

The following items are required one business day in advance:

- Completed Residential Application for Water and Sewer Service
- Copy of Driver's License (for each applicant)
- Copy of Voided Check (if selected for auto-draft)

Please submit paperwork to one of the following:

- Email: city.receptionist@nassaubay.com
- Fax #: 281-333-2301 (Attn: Water Department)
- In person/drop box at City Hall (1800 Space Park Drive, Suite 200)

Today's Date:	Date to Establish New Account:
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Name of Applicant(s):

Service Address:

Mailing Address (if different):	City:	State:	Zip Code:
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Home Phone:	Cell Phone:	Work Phone:
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Email(s):

How would you like to receive your water bill each month (Check Only One Option):

Mail Only OR Email Only

Employer:

Buying Renting/Leasing

Driver's License #'s: (DL COPY is required for EACH applicant):	State of Driver's License(s):
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BANK DRAFT: Please check the box if you would like your account set to auto-draft through your checking account. All drafts take place on/around the 17th of each month. A \$25.00 charge is assessed for all returned transactions.

If selected, you must include a voided check with your completed application.

Please check if you would like to donate \$2.00 each billing cycle to the Fire/EMS fund as part of your auto-draft transaction.

CONFIDENTIALITY: Please check the box if you would like your account to be listed as confidential per Texas House Bill 859 of 1992 and the Public Information Act and be released only to the persons allowed by law.

NASSAU BAY ALERTS: This Emergency Alert system allows City Officials to quickly send alerts via phone, email, or text message directly to residents and businesses. These alerts help keep you informed and safe in the event of emergency situations, including: severe weather, road construction, water issues, etc. If you would like to be added to the call list, please CHECK the best way(s) to contact you based on the info. provided above:

Business Phone Cell Phone Other Phone Email Text

RESPONSIBLE PARTY: I request water and sewer service at the above premises and agree to use and pay in accordance with the City's established rates and rules. I further agree to be responsible for all the charges for water and sewer service for the above premises until I request discontinuance of such service and pay the final bill.

DEPOSIT HOME BUYER: A deposit of \$100.00 is required to establish a new water account with the City. The deposit will be charged to the first month's bill. Copy of valid driver's license or ID for each applicant.

DEPOSIT RENTER OR LESSEE: A deposit of \$200.00 is required to establish a new water account for renters or leasing tenants with the City. The deposit is due upfront in order to establish water service. Copy of a valid driver's license or ID is required for each applicant.

All water accounts are billed on a monthly basis and payments are due in our office by the 17th of each month. Water payments received by mail are effective the day it is received in our office, not the postmark date.

<p style="text-align: center;"><u>There are several ways you can pay your water bill:</u></p> <p style="text-align: center;">Mail Payment</p> <p style="text-align: center;">Pay In-Person/Drop Box at City Hall</p> <p style="text-align: center;">ACH Bank Draft or Credit Card Draft</p> <p style="text-align: center;">Pay Online at www.nassaubay.com/waterbill</p> <p style="text-align: center;">Phone via Our Secure Provider Paymentus at (844) 234-9886 (\$400 or less)</p>	<p style="text-align: center;">Please visit www.nassaubay.com for info. on:</p> <p style="text-align: center;">Residential Recycling</p> <p style="text-align: center;">Residential Trash Collection</p> <p style="text-align: center;">Utility Billing Policies & Procedures</p> <p style="text-align: center;">How to Access Your Water Account Online</p> <p style="text-align: center;">Utility Billing Water & Sewer Rate Schedule</p>
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Please sign below acknowledging the above information you have provided is correct.

<p>_____</p> <p>Applicant's Signature(s)</p>	<p>_____</p> <p>Date</p>
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