Village of Covington
UTILITY SERVICE APPLICATION - OWNER

This is the Utility Service Application for a property owner. Please complete and bring with you to the Government Center, 1 S. High Street, Covington, OH 45318. The owner of the property must have a valid ID, like a driver's license, for identification purposes. In additional they must provide one of the following: A) Copy of deed showing property ownership in the name of the applicant, B) Copy of closing papers from title company showing property ownership in the name of the applicant, C) A copy of the accepted Contract to Purchase showing the name of the intended purchaser of the property. If the property is owned by a corporation or LLC, the applicant must show proof of ownership or the corporation or LLC.

Ownership Information			
Property Address:		Account #:	
Owner Name		Driver's License No.	
SSN:		Employer Name:	
Contact Information			
Phone:		Email:	
Owner Address (if different)		Mailing Address (if different)	

By signing this application for water and sewer service I am assuming responsibility for the usage and monthly usage fees associated with the account listed. I further understand that I will receive a utility bill at the beginning of each month for the water, sewer, refuse and recycling services used in the previous month. This bill is due and payable by the 20th of each month.

A penalty of 10% will be assessed for monthly charges not paid in full by that due date. Bills that are in arrears will be subject to shutoff.

To have the service reactivated the account must be paid in full including a service charge of $100.00.

___ I authorize my monthly bill be to delivered via the email address provided.

____I wish enter into ACH (separate form) and have my account auto-debited monthly.

Print Name	Authorized Signature	Date

VILLAGE USE:	
Account #	**Cash / Check**
Entered into System By / Date	**Water Turned on By / Date**

VILLAGE OF COVINGTON
1 South High Street, Covington, OH 45318
contact@villageofcovington.com | phone: (937) 473-3420 | www.villageofcovington.com