



Application and Agreement for Water & Sewer Services

TITLEHOLDER

Commercial Residential

Service Address _____

Complete this form in full. All fields are required.

DW Drinking Wtr.	<input type="checkbox"/> New <input type="checkbox"/> Existing	\$25 Account Setup Fee Paid	<input type="checkbox"/> Yes <input type="checkbox"/> No
Close of sale date	_____	Titleholder/s	_____
Move in date	_____	Mailing address	_____
Is this a primary residence?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Email address	_____
Is this a rental property?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Contact phone	_____
<small>LTR = Same tenant <u>more than 30 consecutive days</u>.</small>	<input type="checkbox"/> LTR <input type="checkbox"/> STR	Emrgncy phone	_____
Using a property manager?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Property Manager name and contact	

Pursuant to City of Cascade Municipal Code, Title 8, all Utility Accounts must be in the name of the Titleholder/s. The Titleholder/s may choose to have water and sewer services in the Tenants name by indicating below. The Tenant will be required to complete a separate application. Titleholder/s will continue to receive a copy of the monthly bill. Payments received after the 10th of each month will be assessed a \$10 late fee which will appear on the next months bill. **No new applications will be approved for any property that has an unpaid utility balance with the City of Cascade.**

Services may be stopped upon the Titleholder/s request. A \$25 service fee is assessed to have the water service turned on, shut off, or transferred. Utility improvement rates will continue to be assessed. If Services are shut off for non-payment, services will not be restored until a fee of \$50 and all delinquent charges for water and/or sewer services are paid. Please allow up to two (2) business days to process your request.

If you sell your property, a final bill will be created for use by you or your title company. The final bill will not be pro-rated regardless of the closing date. Final bills will reflect a full months charge plus the \$25 transfer fee and will be due and payable in full as noted on the bill. If your title company pro-rates the bill you will be responsible for the remaining balance amount due.

Report all water/sewer problems promptly to City Hall for resolution. In case of emergency after hours, contact Dispatch at 208-382-5160.

I HEREBY certify that I am the Titleholder of the referenced address and I have full authority to apply for and accept the services as stated, subject to the rules and regulations as adopted under Title 8 of the City of Cascade Municipal Code. I understand it is my responsibility to notify the City of any changes to this utility account, including vacancy, changes in use, tenancy, or ownership in order to allow a final meter read. I further understand that I will be held responsible for any unpaid balances or charges incurred as Titleholder of this property.

This is a LTR (Long Term Rental). I authorize the City of Cascade to invoice the current Tenant/s.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Your Initials	_____

Titleholder Signature	_____	Date	_____
Titleholder Signature	_____	Date	_____

Please return this completed form and remit your account set up fee to Cascade City Hall P.O. Box 649 Cascade, ID 83611.

YOU CAN PAY YOUR BILLS ONLINE! Visit www.cascadeid.us to set up Auto Pay.

Your utility account number is: _____

NOTES

Below is a summary of city code pertaining to billing and payment of charges. To view the entire content of Title 8 of the Code for the City of Cascade you may access codelibrary.amlegal.com.

8-3-3: PAYMENT OF CHARGES:

(A) All water user charges shall be paid to the City Water Collector at his office and shall be by him paid over to the City Treasurer. (Ord. 640, 3-8-2010; amd. Ord. 694, 9-24-2018)

(B) Each record titleholder shall pay the charges as herein provided on the first day of each month, and in the event said charges are not paid by the tenth day of each month, such charges shall be delinquent. Water and sewer charges shall appear upon the same bill to the record titleholders.

(C) If the City Water Collector receives two (2) or more insufficient checks during a 12-month period, the Water Collector may require all future payments in cash, by cashier check or money order or debit/credit card.

(D) The City may establish administrative charges and fees by resolution approved by the City Council including, but not limited to, fees for any of the following: repairs to the water meter; convenience fees for electronic funds transfers or other similar payment types; late fees; disconnect and turn on fees, insufficient fund fee. (Ord. 694, 9-24-2018)

8-3-4: DISCONTINUANCE OF WATER SERVICE:

(A) A bill for water service to any premises shall become delinquent if not paid by the tenth day of the month in which such bill is rendered and water service, when discontinued, shall not be restored until a fee as established by resolution, and all delinquent bills and charges for water service and all reasonable costs incurred by the City for collection of said delinquent bills, including mailing costs and court costs, have been satisfied. (Ord. 694, 9-24-2018)

8-3-11: WATER TURN ON OR TURNOFF CHARGES; TRANSFER FEE:

(A) Record titleholder of the premises shall pay to the City Clerk at the time of request for turn on or turnoff of a water connection, the sum which shall be set by resolution of the City Council, in addition to all other fees required herein. Upon payment of said sum, the City Clerk shall issue a permit to turn on or turn off water service. (Ord. 654, 6-11-2012)

(B) Record titleholder of the premises whom request turn on or turnoff of a water connection, the owner or agent shall notify the City Clerk a minimum of forty eight (48) hours in advance. Any voluntary turn on or turn off requests requiring immediate action will be addressed within eight (8) business hours and the turn-on/turn-off service fee shall be doubled. (Ord. 694, 9-24-2018)

(C) It shall be unlawful for any person to turn on or turn off water service to any premises without a permit from the City Clerk.

(D) Any person convicted of a violation of this section shall be punished as provided in section 8-3-15 of this chapter. (Ord. 654, 6-11-2012; amd. Ord. 694, 9-24-2018)

(E) In the event that a user opts to have water shut off, the user will continue to be charged the water base rate and water improvement rate. (Ord. 694, 9-24-2018)