



Account Number: _____

VALLEY COUNTY WATER DISTRICT
14521 Ramona Boulevard, Baldwin Park, Ca 91706
Phone (626) 338-7301 · Fax (626) 814-2973 · www.vcwd.org

APPLICATION FOR WATER UTILITY SERVICE

1. WATER SERVICE INFORMATION

Account Number: _____

Service Type: Residential Commercial Fire Protection

Service Start Date: _____ Meter Size: _____

Service Address: _____

City: _____ State: _____ Zip Code: _____

2. APPLICANT INFORMATION

Applicant Status: Owner Tenant Property Manager

Name or Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Type of ID: DMV Issued Passport Other: _____

ID #: _____

Telephone: _____ Cell Phone: _____

Email: _____ Statements: Mail Email Both

3. WATER UTILITY SERVICE - FEES AND DEPOSITS

Utility Service Application Fee: \$65.00 [Transaction Code 12.0]

Service Deposit: _____ [Transaction Code 11.0]

Total for Establishing Water Service: _____

Received By: _____ Date: _____

4. WATER UTILITY SERVICE - TERMS AND AGREEMENT

- a. **Utility Service Application Fee** - \$65.00 non-refundable fee charged per account for requesting to establish residential, commercial, and/or fire protection utility services; accounts are established based on the number of meters serving the residence or business
- b. **Service Deposit** - Refundable amount required if the applicant does not have an established payment history with Valley County Water District at the time of requesting residential, commercial, and/or fire protection utility services; the service deposit is based on the type of utility service and the meter size serving the residence or business; all collected service deposits will remain on the utility service account for a minimum of one year, until the utility service account achieves an acceptable payment history, or until the utility service account is closed and finalized, whichever occurs first; service deposits will be refunded as a credit to the account and applied against any services rendered; service deposits applied in excess of services rendered will be refunded in the form of a check payable to the applicant listed on the utility service account; amounts due in excess of the service deposit will be mailed to the applicant listed on the utility service account for payment
- c. **Documentation** - When establishing a utility service account, the applicant may be required to present a settlement agreement, or other documentation, showing the date they took ownership of the property or a rental agreement, or other documentation, showing the date they agreed to start renting the property; outstanding balances will be prorated on the first billing cycle based on the documentation provided

Applicant Signature: _____ Date: _____

COMPLETE APPLICATION AND EMAIL TO CUSTOMERSERVICE@VCWD.ORG WITH REQUIRED DOCUMENTS.