

City of Belen Utility services Application

100 S. Main St. Belen, NM 87002. Phone 505-966-2730 Fax 505-864-8408

NAME(S) LAST, FIRST		DATE:
PHONE:	EMAIL:	SERVICE START DATE:
SERVICE ADDRESS:		MAILING ADDRESS:
DRIVER'S LICENSE #		TRASH QTY:
EMERGENCY CONTACT:	PHONE#	ADDRESS:
DEPOSIT AMOUNTS:	RENTAL \$100.00	OWN \$50.00
COMMERCIAL \$125.00	HYDRANT \$950.00	TRASH \$60.00
<u>ALL SERVICES</u>		
<p>Utility bills are mailed on or before the 25th of each month. Bills are due by the 10th of each month. If the 10th falls on a weekend or holiday, then the due date shall be the following business day. Utility service that are thirty days (30days) behind shall be disconnected for non-payment. It is the responsibility of the customer to keep their utility account updated with a current phone number and e-mail address. The primary account holder can make payment arrangements. If payment arrangements are not met, services shall be disconnected. The full payment of the bill plus a reconnect fee is required to restore services. A \$35.00 fee is assessed on any returned checks. The returned, check or EFT must be paid in cash or money order.</p> <p>Someone has to be present at the residence between 3 & 5pm to have your water turned on. If no one is there between those hours, your water will not be turned on.</p>		
<u>WATER SERVICE ONLY</u>		
<p>Once services have been disconnected a \$50.00 reconnect fee will be required to restore services along with the full amount of the bill. Tampering with the water meter shall result in possible criminal charges. There will be a \$25.00 service fee added to the bill for all non- emergent dispatch calls between 8am & 5pm. This includes having your water turned on & off for repairs and to check for water sewer leaks. After 5pm and on holidays all service calls are \$50.00.</p>		
I HAVE READ AND AGREE WITH THE TERMS (PLEASE INITIAL) :		
Account Holder Signature:		Date:
Clerk Signature:		Date:

OFFICIAL USE ONLY

Meter ID:
Last meter read:

Account #
Receipt #