



Account Number: \_\_\_\_\_

Customer Number: \_\_\_\_\_

## Madison County Water Department New Commercial Construction Application

Service address: \_\_\_\_\_

City for service address: \_\_\_\_\_

Effective date: \_\_\_\_\_

Name for the Account: \_\_\_\_\_

Billing/ Mailing Address: \_\_\_\_\_

\_\_\_\_\_

TIN: \_\_\_\_\_

Driver's License number/state for signer: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

Home Phone: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**The deposit for a commercial account is \$200 or two times the average monthly bill, whichever is greater. The average monthly bill will be calculated based on a same or similar business. Exceptions may apply. Checks only please.**

- Services requested:  Full set meter install size \_\_\_\_\_  
 Meter drop \_\_\_\_\_ size \_\_\_\_\_  
 Other \_\_\_\_\_

Is the flag out?  Yes or  No. If no, please call the office to advise when the flag is placed.

The undersigned hereby makes application for utility service(s) and agrees to pay for said service(s) as measured by the County's meters according to rates applicable at the above address and any other location that may be incurred because of a request to transfer the account until Madison County Water Department receives a request to discontinue service.

The applicant agrees that this application is subject to the County policies and procedures now in force or

**Office Use Only:**

Application Received By: \_\_\_\_\_ Deposit Paid  Cash,  Check Number \_\_\_\_\_

Date Received: \_\_\_\_\_

as may hereafter be adopted, copies of which are open at the office of the County and that such policies and procedures are a part of this agreement. A service fee will be charged for any remittance returned from your financial institution.

A security deposit for bills for services rendered will be required to establish all accounts thus forward. The deposit will be refunded after service(s) have been disconnected less any unpaid balance then due the Madison County Water Department. This deposit is non-transferrable from one customer to another and will not be considered as part of any bill where service is continued. The applicant agrees to permit authorized agents of the County free access to the premise of the consumer for the purpose of inspecting, reading, repairing, or removing property of the County.

Water Meters and check valves are the property of the Madison County Water Department (MCWD). Payment for a water meter is a non-refundable fee for meter placement. For an account to remain active, a base rate (or minimum bill) must be paid monthly to cover the continuous maintenance of the water meter. If an account is inactive, the meter is subject to being removed by the MCWD. In the event of a lost, missing or damaged water meter or the need for replacing a meter that has been removed, due to customer neglect, the cost of the necessary repairs or replacement shall be paid by the customer.

**Meters are assigned to specific addresses and are tracked by serial number. Meters must only be removed and/or replaced by authorized county employees. Any work or alteration made to or removal of any County property, including but not limited to the check valve, meter, curb stop or County service line, is considered tampering and will be subject to a tampering fee.**

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_  
Printed Name of Authorized Signer \_\_\_\_\_

**Required attachments:**

- Copy of signatory's identification
- Copy of Property Management Agreement, if applicable
- Copy of Articles of Incorporation, Articles of Organization or Partnership Agreement
- Copy of Business License if account in name other than Corporate, LLC or Partnership

Madison County Water Department  
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