



PROPERTY ID: _____ CUSTOMER ID: _____

RESIDENTIAL UTILITY SERVICE APPLICATION

PLEASE COMPLETE THIS FORM & PRESENT WITH DRIVERS' LICENSE/VALID IDENTIFICATION AND SOCIAL SECURITY NUMBER VERIFICATION

[1] START SERVICE

SERVICE ADDRESS: _____ START DATE (M-F ONLY): _____

MAILING ADDRESS: _____ SAME DAY SERVICE (FEES APPLY & NOT AVAILABLE AFTER 4PM)

(IF DIFFERENT) _____ OWNER RENTER

_____ CITY, STATE, ZIP RENTER OR OWNER MUST PROVIDE DOCUMENTATION

[2] STOP SERVICE

SERVICE ADDRESS: _____ STOP DATE (M-F ONLY): _____

[3] MAIN APPLICANT INFORMATION

NAME (LAST, FIRST, MIDDLE): _____

DRIVERS LICENSE/ID NUMBER: _____ DATE OF BIRTH: _____

SOCIAL SECURITY NUMBER: _____ PHONE (HOME/CELL): _____

EMAIL: _____

[4] JOINT APPLICANT INFORMATION (IF APPLICABLE)

NAME (LAST, FIRST, MIDDLE): _____

DRIVERS LICENSE/ID NUMBER: _____ DATE OF BIRTH: _____

SOCIAL SECURITY NUMBER: _____ PHONE (HOME/CELL): _____

EMAIL: _____ RELATIONSHIP TO MAIN ACCOUNT HOLDER: _____

[5] OWNER/PROPERTY MANAGEMENT INFORMATION (IF APPLICABLE)

NAME: _____ PHONE NUMBER: _____

ADDRESS: _____

NAME OF EMERGENCY CONTACT: _____ RELATIONSHIP: _____

NOT LIVING AT YOUR RESIDENCE

ADDRESS: _____ PHONE NUMBER: _____

CITY: _____ STATE: _____ ZIP CODE: _____

Applicant hereby agrees that service will be accepted in accordance with the city's rates, rules and regulations as amended and will pay bills for such service to the City of Lompoc, or to an authorized collector. Applicant assumes all liability for damage resultant from service turn-on. Be sure all faucets are turned off and the electrical system is in proper working order. All applicable areas of this form must be filled out to be valid.

SIGNATURE _____ DATE _____

JOINT APPLICANT SIGNATURE _____ DATE _____

FOR OFFICE USE ONLY:

DEPOSIT #: _____ DEPOSIT DUE: \$ _____

BROADBAND
 \$35.99

EQ #: _____

UTILITIES PROVIDED BY THE CITY AT THIS PROPERTY

WATER ELECTRIC SEWER REFUSE _____

APPLICATION FEE: BILLED
SAME DAY SERVICE FEE: PAID

FEES DUE: \$ _____

UNPAID BALANCE DUE: \$ _____

TOTAL AMOUNT DUE: \$ _____

1. To obtain services with the City of Lompoc you must:

- A. Apply in person or by fax at least 1 business day (Mon-Fri 9:00 a.m. - 4:00 p.m.) before you want the services turned on.
- B. Present valid identification (Driver's License, Military ID, ID card from DMV)
- C. Provide lease agreement or proof of purchase documentation (escrow paper, tax paper, deed)
- D. Pay deposit if required. (see deposits)
- E. A person 18 years or older must be present at the property for utility services to be turned on.

If you are moving to a different residence you must re-apply again in person or by fax 1 business day in advance. To turn services off we need one business day notice.

It is the responsibility of the customer to notify the City when moving out, to stop service. Notification must be at least one business day in advance. The customer is responsible for charges incurred until the City receives a completed service disconnect form and valid photo ID.

2. Deposits are required if:

- A. It is the first time you are applying for services with the City of Lompoc.
- B. You are re-applying for service and it has been over one year since your previous service has been terminated.
- C. You have had service for one year or longer and received two or more late notices.
- D. You are re-applying for service, you had less than one year previous service and your deposit was refunded.
- E. You are re-applying for service, and your previous account was turned off for non-pay or assigned to a collection agency. The deposit amount will be determined by your previous service record.

3. Service Calls:

Service calls are expensive! A service fee will be charged for a call out if the problem is found to belong to the property and not the City. **Check the following before calling to eliminate unnecessary and costly service calls:**

- A. Check circuit breakers – are they on? City staff will not touch circuit breakers.
- B. Check for water leaks on the property.
- C. Check to see if the sewer is clogged between the house and the main.
- D. Check the main water valve on the house – is it on?
- E. Be sure of the scheduled turn-on or turn-off dates. If additional trips are necessary due to a date change or service order cancellation, requested by the customer without allowing 1 working day notice, a service fee will be charged.

4. A one-time application processing fee is required to start utilities at any new account/service address. This fee may be paid upon application submission or charged on the first utility bill. This fee is not refundable.

For your convenience, bills may be paid at City Hall or deposited in the drop boxes located in the City Hall lobby or on the median in front of the Police Department. Please make checks payable to the City of Lompoc. Please include the return portion of your bill for credit.