



**Town of Amherst**  
 174 S. Main Street  
 P.O. Box 280  
 Amherst, VA 24521  
 (434) 946-7885

**Application for Utilities**  
 Account set up fee / trip charge - \$50.00  
 Deposit for Tenants-\$300.00

Effective Date \_\_\_\_\_  
 Service Address \_\_\_\_\_

**PLEASE READ IN FULL**

Applicant

Owner

Name	
Billing Address	
Daytime Phone #	
SSN (Fed ID# if business)	
Place of Employment	
Email address	
Would you like E-Bills	


**\*\*\*\*Please note that if you sign up for E-Bills, you will only receive your bills through email. You will not receive a copy through the mail as well. Please make sure your email address is clear and legible so that we do not have any issues with returns emails.\*\*\*\***

Are there any businesses operated or being operated on the premises?  Y  N  
 If there is a business on the premises, describe it in this space:

Number of dwelling units on this account

If service address is outside the Town limits do you wish to participate in the garbage collection service?  Y  N  
 Any changes to this election will require a new application for utilities.

Bills are mailed/e-mailed the last working day of each month. Failure to pay by the 20<sup>th</sup> of each month will result in a 10% penalty and a 10% per annum interest per bill.

A tenant of a property shall pay a security deposit of \$300 to the Town as a condition to uninterrupted water and/or sewer services in the name of the lessee or tenant for that property. \$100 will be added to the tenant's bill for the first three bills. Penalty and interest will not be added to the deposit fee on bills. Interest will not be paid on deposit refunds. Deposits will be credited to the tenant's final bill after the Town is notified that the tenant will no longer be living at a particular residence. Any remaining credit balance left on a closed account will be mailed to the account holder, within two (2) months from when the account was closed, in the form of a check. Refund checks will only be made to the account holder.

I understand that failure to receive bills or notices does not prevent such bills from becoming delinquent. Should your account become delinquent, water/sewer service will be discontinued and will not be resumed until past due water bills plus any additional fees are paid to the Town.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

I, as owner, request that the utility bills for the above referenced property be transmitted to the applicant. I understand that pursuant to Town Code § 17-2, that I am fully and ultimately responsible for the utilities on the above referenced property. I also understand that I will receive a copy of any disconnect notices that are issued to my tenants.

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**Office Use Only**

Date Application Received \_\_\_\_\_ Account Number \_\_\_\_\_ Location: IT OT

Meter Number \_\_\_\_\_ Last Reading \_\_\_\_\_ Rate Class: Residential Commercial

Rate Codes: Water \_\_\_\_\_ Sewer \_\_\_\_\_ Refuse Collection \_\_\_\_\_ Date given to UT Dept for reading \_\_\_\_\_

USDA Census Information: Ethnicity: Hispanic \_\_\_\_\_ Non-Hispanic \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Race: Indian \_\_\_\_\_ Asian \_\_\_\_\_ Black \_\_\_\_\_ Hawaiian \_\_\_\_\_ White \_\_\_\_\_