

# UTILITY SERVICE REQUEST APPLICATION RESIDENTIAL WATER AND / OR WASTEWATER

Public Works  
1408 N. Winfree Str.  
Dayton, Tx 77535  
www.daytontx.org

**NEW WATER TAP/METER**      **CHANGES TO EXISTING WATER TAP / METER**  
**NEW SEWER TAP**              **REPLACEMENT SEWER TAP**

**APPLICATION DATE:**

**Applicant Name:**

**Phone #:**

**Mailing Address:**

**City:**

**State:**

**Zip:**

**E-mail Address:**

**PHYSICAL ADDRESS WHERE SERVICE IS REQUESTED:**

**LOT:**                              **BLOCK:**                              **SECTION:**                              **ACREAGE:**

**PARCEL# (LIBERTYCAD):**

DATE OF PRELIMINARY PLAT (if applicable):

**UTILITY SERVICE REQUESTED:**

**WATER**                              **SANITARY SEWER**

Residential:                      Individual                      Subdivision                      Multi-family

Lawn Sprinkler:              Number of Heads:                      Other:

Domestic **Meter Size:**                      Estimated Usage (gals/day):

Irrigation **Meter Size:**                      Estimated Usage (gals/day):

Sanitary Sewer **Meter Size:**

FOR EXISTING TAPS:              Meter & Radio Only              Raise/Adjust/Relocate Meter

**RESIDENTIAL APPLICATION  
FOR SERVICE IS REQUIRED  
TO BE SUBMITTED WITH  
UTILITY SERVICE REQUEST**

## FOR OFFICE USE ONLY

Has a UA application been approved?    Yes    No    Pending. See notes.                      By:

<b>RECEIVED</b>	
DATE	BY

<b>E-MAILED</b>

Water tap/meter/radio/box	Short Side	Road Cut
Tap only	Long Side	Road Bore

Meter & Radio only	Raise existing meter	
Meter Box	Adjust existing meter	
Meter Vault Package	Relocate existing meter	

Irrigation tap/meter/radio/box	Other	
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Sewer Tap	Short Side	Road Cut
	Long Side	Road Bore

Manhole installation	Sanitary sewer line extension	
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WATER COST:

SEWER COST:

Additional Notes:

TOTAL COST:	PAID    DATE:	ACCOUNT #:	ACCOUNT UPDATED
	RECEIVED BY:	METER/RADIO #:	BY:

WORK ORDER CREATED FOR SERVICES?    Yes    No

**RESIDENTIAL APPLICATION**

Completed form can be emailed to: [vcumberland@daytontx.org](mailto:vcumberland@daytontx.org)  
or dropped off at the utility billing office at 117 Cook Street, Dayton, Tx 77535



# City of Dayton

## RESIDENTIAL APPLICATION

Date you would like service to begin: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Co-applicant's Last \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Address where service is desired: \_\_\_\_\_  
 \_\_\_\_\_  
 Dayton, TX 77535

Address where bills are to be mailed:  
 (if same, note as "same") \_\_\_\_\_  
 \_\_\_\_\_

Driver's License No.: \_\_\_\_\_ State: \_\_\_\_\_ Primary Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Have you ever had Water/Sewer with the City of Dayton before?    Yes    No    Are you 65 or older?    Yes    No

**Services Requested:**                      Water, Sewer, and Solid Waste (Trash)                      Water and Solid Waste (Trash)

Water (Irrigation Meters Only)                      Trash Only

**Service Deposit:**                      Owner: No Deposit                      Rental Property Deposit: \$150.00

**Notifications:**                      Phone Call                      Text Message

**Trash:**                      1 Trash Cart                      Additional Trash Cart (\$6.83 / Month)

**Bill Delivery:**                      Hard Copy By Mail                      Email Electronic Copy

**Certification and Service Contract:**

I hereby declare and affirm to the best of my knowledge and belief, all statements and answers as stated herein are full, complete, and true. I, the undersigned, fully understand that I am responsible to pay for utility service or other charges which may become due to the City of Dayton at this address. The City of Dayton is hereby requested to furnish water and/or sewer and solid waste disposal service(s) to the indicated address and the undersigned agrees to pay for the service at the rate established by the City Council of the City of Dayton. Service(s) shall continue and the undersigned shall be responsible for all charges until the undersigned gives notice in writing to discontinue service(s).

By signing this application, I give permission to the City of Dayton to utilize all information in any effort to attempt communication; this includes automatic telephone dialing systems. I am also agreeing to pay for city provided utilities and applicable fees at this location. Not receiving a bill does not waive payment or penalties. Payments are due on the 20th of each month by 5:00 PM (if the 20th falls on a weekend or holiday bills are due the following business day by 5:00 PM). Unpaid balances are subject to disruption of services.

<b>For Office Use Only</b>	
Account No:	Meter #:
Deposit AMT:	Read:

## Utility Billing Information - Residential

**Due Date:** Bills are due on the 20th of each month by 5:00 PM. If the 20th is on a weekend or a holiday, the due date will be the following business day by 5:00 PM. Our bills are generated at the end of each month and sent out by the 1st of the month. The billing cycle is from the 24th to the 24th of each month.

**Penalty Date & Fee:** Penalties are accrued at 5:01 PM on the 20th of each month. If the 20th is on a weekend or a holiday, the due date will be the following business day by 5:00 PM. Penalty fees are 10% of the bill (*failure to receive a bill does not waive any penalties*).

**Disconnect Date & Non-Payment Fee:** Accounts are subject to disconnect 10 days after the due date. As of October 1, 2019, the nonpayment fee is now \$50. When the disconnect list is generated, every account on the disconnect list gets the automatic nonpayment fee. The Utility Billing Department will be able to tell you what your bill is and give you the information to pay online. Once the nonpayment fee is added, it will not be reversed and must be paid with the past-due balance. The entire past due + any fees must be paid by 3:00 PM to have the services reinstated the same day. Any payments received after 3:00 PM will have the services reinstated the following business day.

**Cut Lock Fee / Pull Meter Fee:** Please do not try to remove a lock from a meter by force. You will be charged a \$50 cut lock fee if a lock is removed or cut. If a second lock is removed or cut, a \$125 pull meter fee will be applied to the account, the meter will be pulled, and an officer will issue a citation for theft of services. The entire past due + any fees must be paid before services are reinstated.

**Acceptable Payment Methods:** Payments can be made online (3% convenience fee + \$0.35 transaction fee for card payments online) at [www.cityofdayontx.com](http://www.cityofdayontx.com), in the office, through the mail, or by using the drop box or kiosk located on the west side of City Hall. Acceptable forms of payment are cash, check, money order, Visa, Mastercard, Discover, and American Express. An automatic bank draft is also offered at no cost by contacting the Utility Billing Department. *If you have been placed on the cut-off list, we only accept cash or card payments.*

**Trash Pickup:** Trash pick up is once a week by Frontier using their trash cans only. If you have a residential can, it will be billed through the City. Additional carts are available at request for an additional \$6.83 per can each month.

**Rates:** Base bills are 0 - 2,000 gallons of usage, after you surpass 2,000 gallons we bill per 1,000. The total base bill including trash (+tax) for residential customers is \$100.44.

**Senior Rates:** Senior citizens (65+) are offered a 20% discount on their water and sewer. Seniors must provide their driver's license and either proof of homestead exemption or a current lease agreement in their name. Seniors are limited to using this discount on one account. Landlord accounts and trash services do not qualify for this discount.

**Termination Requests:** When you are ready to terminate your account, please contact the utility billing department to request a termination form. Without submitting this form, the account will stay in your name until a new customer moves in. We do not accept phone calls in lieu of submitting this form.

Utility Type	Water	Sewer	Trash	Total
<b>Residential</b>	\$37.80	\$37.80	\$22.95 + tax	\$100.44
<b>Dayton Park Residential</b>	\$37.80	\$37.80		\$75.60
<i>Volume Charge per 1,000 gallons over the initial 2,000 gallons.</i>	\$5.13	\$5.13		
<b>Senior</b>	\$30.24	\$30.24	\$22.95 + tax	\$85.32
<b>Dayton Park Senior</b>	\$30.24	\$30.24		\$60.48
<i>Volume Charge per 1,000 gallons over the initial 2,000 gallons.</i>	\$4.10	\$4.10		

*By signing below you acknowledge receipt of this information.*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-applicant's Signature

\_\_\_\_\_  
Date