

Acct#: \_\_\_\_\_



# City of Fort Lauderdale

Finance Department-Utility Billing & Collections Office

100 North Andrews Avenue, Fort Lauderdale, Florida 33301

Telephone (954) 828-5150 • Fax (954) 828-8992

Website: [www.fortlauderdale.gov/utilitybilling](http://www.fortlauderdale.gov/utilitybilling)

Office Hours: 8:00 AM- 4:30 PM Monday-Friday

## UTILITY SERVICE APPLICATION AND AGREEMENT

**INSTRUCTIONS:** Please print clearly and complete all sections of the form that apply to you. Submit completed application and documentation by fax, mail, or in person at the above address.

Please be sure to have the following documents available when opening an account. The required deposit can be paid by mail, phone, online, or in person.

Owner

*Please attach a copy of your Settlement Statement.*

Tenant

*Please attach a copy of your Lease Agreement.*

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Name(s) on account: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone/Ext: \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_

\*Social Security # \_\_\_\_\_ \*Tax ID# (Business account only) \_\_\_\_\_

**\*Note:** The City of Fort Lauderdale collects your social security or tax identification number for identification and verification purposes only.

Driver's License State: \_\_\_\_\_ Number: \_\_\_\_\_

Have you ever had utility service with the City of Fort Lauderdale? Yes  No

Do you currently have utility service with the City of Fort Lauderdale? Yes  No

If yes, please provide service addresses: \_\_\_\_\_

### Service Address

Street: \_\_\_\_\_ Unit # (if any) \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Billing Address

If same as service address, leave blank.

In care of: \_\_\_\_\_

Street: \_\_\_\_\_ Unit # (if any) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of legal possession of property: \_\_\_\_\_

Date of service(s) needed: \_\_\_\_\_

If a rental property, please mark services you will be responsible for:

*(If unsure, please check with your landlord)*

Water  Sewer  Sanitation  Irrigation  Stormwater

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**Would you like to enroll in our Automatic Bank Draft Payment Option?**  YES  NO

*NOTE: Please attach a voided check if you wish to enroll.*

→**READ AND INITIAL:** I authorize the Financial Institution, named on the voided check I've provided, to pay my monthly utility bill to the City of Fort Lauderdale by charging each payment to the account specified by me. I agree that each payment shall be the same as if it were an instrument signed by me. This authority is to remain in effect until revoked by me in writing. In addition, I have the right to stop payment of a charge by notifying the Utility Billing Customer Service Office seven days prior to the due date on my bill. I will still be responsible for payment of my bill by the due date. I understand, however, that both the Financial Institution and the City of Fort Lauderdale reserve the right to terminate this payment plan or my participation therein. A return check fee will be charged for all non-sufficient funds.

Initial: \_\_\_\_\_

**Would you like to go green and receive notification of your bill via email?**  YES  NO

*Please verify that you have entered your email address on the previous page.*

**If yes, you are eligible for a free tree through the Save-a-Tree Plant-a-Tree program. Please select a tree and ask your representative for details or visit our website at [fortlauderdale.gov/greener-government](http://fortlauderdale.gov/greener-government).**

Live Oak

Pigeon Plum

Jamaica Caper

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**IMPORTANT DISCLOSURES** *Please read and initial each box below.*

All utility bills are due upon receipt. A one percent (1%) penalty will be applied to all balances that are not paid within 25 days of the billing date. Delinquent accounts will be subjected to termination and all applicable fees and service charges.

Delinquent utility accounts, in a tenant's name, are reported to a collection agency; whereas delinquent utility accounts, in an owner's name, will result in a lien being placed on the owner's property.

