



## CITY OF BLANCHARD UTILITY SERVICE AGREEMENT

Please Print Clearly

Is this a NEW Construction: Y N  
Is this a Commercial Building: Y N

Residential Account # \_\_\_\_\_

Today's Date \_\_\_\_\_ Service Start Date \_\_\_\_\_ AM PM

Single Joint Account Telephone # Cellphone #

### APPLICANT NAME

D.O.B. \_\_\_\_\_ SSN # \_\_\_\_\_ DR LIC # \_\_\_\_\_ DL St \_\_\_\_\_

### SERVICE ADDRESS

#### MAILING ADDRESS

(IF DIFFERENT FROM ABOVE)

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

OWN RENT Subdivision / Apartment Complex

Landlord \_\_\_\_\_ Landlord Telephone # \_\_\_\_\_  
Name (Required)

### EMPLOYER

Work # \_\_\_\_\_

Occupation \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### SPOUSE/CO-OCCUPANTS

NAME \_\_\_\_\_ Telephone # \_\_\_\_\_

D.O.B. \_\_\_\_\_ SSN # \_\_\_\_\_ DR LIC # \_\_\_\_\_ DL St \_\_\_\_\_

### EMPLOYER

Work # \_\_\_\_\_

Occupation \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### LIST ALL OCCUPANTS NAMES THAT WILL BE RESIDING HERE

The undersigned agrees to pay the established utility rates as set forth in the City of Blanchard ordinances and agrees to abide by the regulations and policies governing said services. This agreement becomes effective upon the establishment of service.

### RESPONSIBLE PARTY

Signature (type name in lieu of signature) \_\_\_\_\_

Date \_\_\_\_\_

### For Office Use Only:

NO. CARTS EXISTING \_\_\_\_\_ TRASH NO. CARTS WANTED \_\_\_\_\_ TRASH  
\_\_\_\_\_ RECYCLE \_\_\_\_\_ RECYCLE

## **Optional Billing Services**

### **1. EBILLS**

**An ebill will send your utility bill to your email, you will not have a paper bill mailed to your house.**

**If you are interested in receiving an e-Bill please fill out the below information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

Email 2 (Optional): \_\_\_\_\_

Email 3 (Optional): \_\_\_\_\_

### **2. ACH**

**Please ask receptionist if you would like your bill to be withdrawn from your bank account each month around the 15<sup>th</sup>.**

**We will need a voided copy of the check and the ACH application filled out.**

## **BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY**

**I understand my utility bill is due on or before the 15<sup>th</sup> of each month.**

**I understand payments received after the 15<sup>th</sup> of each month will be charged a \$1.50 penalty.**

**I understand if the 15<sup>th</sup> falls on a weekend or on a holiday observed by the City, payments postmarked or left (PLEASE NO CASH) in our after-hours drop box prior to the next business day will not incur a penalty.**

**I understand that check may be made payable to the City of Blanchard or the Blanchard Municipal Improvement Authority.**

**I understand NO 3<sup>rd</sup> party checks will be accepted.**

**I understand there will be a \$25.00 fee for returned checks.**

**I understand failure to receive a utility bill through the mail is NOT a valid reason for non-payment.**

**I understand that charges for water and sewer are based on usage at rates approved by the Board of Trustees and the City Council, however, a minimum bill will be charged each month for water, sewer and trash service until your account has been finalized.**

**I understand if I reside outside the city limits of Blanchard, my rates will be double that of residential customers living inside the city limits.**

**I understand that my service will be disconnected 5-15 days after my account becomes delinquent and will be turned over to a collection agency .**

**\_\_\_\_\_ YES, I have been given a NEW CUSTOMER SERVICE NOTICE.**

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**Customer**

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**Date**

### NEW CUSTOMER SERVICE NOTICE

We welcome you as a customer of the Blanchard Municipal Improvement Authority and would like to acquaint you with the policies and procedures of the utility department.

1. Office hours are 8 am to 5 pm, Monday through Friday. After hours, follow instructions on the telephone recording.
2. Utility bills may be paid at City Hall (122 North Main Street) during normal business hours. Acceptable forms of payments are: cash, check, money order or bank draft. For your convenience a night depository is located in the parking lot next to the alley behind City Hall. Please DO NOT leave cash in the night depository. Payment may be made online through our website at [www.cityofblanchard.us](http://www.cityofblanchard.us). There is a link on the home page that states pay online.
3. Bills are mailed monthly on or before the first of each month. Each billing cycle is for approximately thirty (30) days. A \$1.50 penalty will be added after the 15<sup>th</sup> for non-payment. If the 15<sup>th</sup> falls on a weekend or on a holiday observed by the City, payments postmarked or left (PLEASE NO CASH) in our night depository prior to the next business day will not incur a penalty.
4. Failure to receive a utility bill through the mail is NOT a valid reason for non-payment. If you do not receive a bill, please contact the utility clerk as soon as possible.

#### WATER SERVICE:

1. If new service is being started or restoration of service is being requested, hours of connection are as follows:
  - Deposit or payment made before Noon can be connected between the hours of 1pm and 4pm That same day.
  - Deposit or payment made after Noon can be connected between the hours of 8am and 11am the following business day.
2. Water and sewer charges are based on usage at rates approved by the Board of Trustees of the Blanchard Municipal Improvement Authority. You will be charged a minimum bill for water, sewer and trash services each month until your account has been finalized.
3. ALL utility customers residing outside the municipal limits will be charged rates that are double that of residential customers living inside the city limits.
4. If service is disconnected for non-payment, the following charges are applicable:
  - \$25.00 reconnection fee
  - \$500 Tampering fee, if customer turns a water meter back on that has been disconnected due to non-payment.
5. If you are moving and need to transfer service from one location to another within our service area, a transfer fee of \$5.00 will be added to your utility account.
6. A \$25.00 charge will be added to all returned checks.
7. If you have an account that goes to collections, a thirty-five (35%) collection fee will be added to the amount owed.

#### TRASH SERVICE:

Residential trash should be bagged and set at the curb by 7am on the day of your pickup. See the attached map.

## **BULKY WASTE PICKUP SERVICE**

We thank the citizens of Blanchard in advance for their help in keeping our city clean.

Bulky waste should be placed at the curb by 6am and NO more than three (3) days before your pickup date. Up to four (4) cubic yards per month. If you have more than four (4) cubic yards over the limit, contact City Hall for a special pick up.

- Items should be set at least five (5) feet from mailboxes, gas meters, cars, shrubs, or anything else that could interfere with hand loading or mechanical.
- For the same reason, items should be set at least ten (10) feet away from utility poles, to prevent contact with overhead power lines.
- Bulky waste pick up is for household items not normally picked up with your regular poly cart residential trash pick up.
- Bulky waste must be in a size and length that will fit in the hopper of the garbage truck.

### **Here's what we can pick up:**

- Must be able to be lifted and handled by two (2) persons and manageable.
- Discarded household appliances, water tanks, discarded furniture, mattresses.
- Extra large cardboard boxes (broken down and tied into tight bundles).
- Trees, limbs and wood scrap (tied and bundled, maximum length of four (4) feet, not more than fifty-five (55) pounds.
- Fencing up to four (4) panels.
- Non-contracted remodeling waste that is containerized (that is, leftovers from do-it-yourself projects).
- Appliances must not contain Freon, such as old refrigerators and window air conditioners, compressor must be removed or it has a sticker showing certified removal.

### **We are prohibited from picking up:**

- Hospital/medical waste or hazardous waste of any kind.
- Poisons, acids and caustics, explosives.
- Dirt and rocks, bricks (concrete).
- Sewage and liquid waste, nuclear materials.
- Gasoline, kerosene, oils and other fuels.
- Propane tanks, degreasers, lubricants, brake fluid, antifreeze, batteries.
- Tires and rims, car batteries.
- Sheet rock or roofing items.
- Contracted construction, reconstruction, demolition and repair waste, storm debris.

### **Residential Service Bulky Waste pick up days:**

If your Residential Trash Service Day is:

Mondays  
Tuesdays  
Wednesdays  
Thursdays

Your Bulky Day is:

1<sup>st</sup> Friday of each month  
2<sup>nd</sup> Friday of each month  
3<sup>rd</sup> Friday of each month  
4<sup>th</sup> Friday of each month