

City of Columbia Utility Service Application

The following documents are needed when applying for utility services:

- Driver's License or Alternate Government Issued Picture Identification.
- Second form of Identification (i.e. Social Security Card)
- Copy of Rental Agreement (lease) or Proof of Ownership (i.e. title work, bill of sale, etc.)
- Completed Application for Utility Service (this form)

Applicant Information:

_____ Date of Birth ____/____/____

Applicant Name (Primary)

_____ Columbia, Mo _____

Service Address

_____ Mailing Address (If bill is to be sent to a different address)

(____)_____-_____
Primary Telephone Number

(____)_____-_____
Alternate Telephone Number

_____ Social Security # or Passport# (required)

_____ Email Address

_____ Employer Name

_____ Employer Telephone Number

_____ Homeowner (Attach Proof of Ownership) _____ Renter (Attach Rental/Lease Agreement)

I give the Customer Service Representatives of City of Columbia Utilities to discuss my account and any information related to my account with the following individuals:

_____ / ____ / ____
Co-Applicants (Secondary) Date of Birth Social Security # or Passport#

(____)_____-_____
Telephone Number

Property Information:

Phoenix Property Mgmt LLC

Property Owner/Management Company Name (If different from Applicant)

573-639-0925, PO Box 7442, Columbia, MO 65205

Property Owner/Management Company Phone Number (If different than Applicant)

IMPORTANT-APPLICANT READ BEFORE SIGNING AGREEMENT

The applicant represents that they have accurately completed this application. The applicant authorizes City of Columbia Utility Customer Service to verify the information contained herein and to make such additional normal inquiries, as reasonably may be related to or associated with this application, from landlords, credit bureaus, employers and creditors. The applicant requests City of Columbia Utility Customer Service to furnish utility service and agrees to pay for utilities supplied to this service address as bills are rendered until notice is given to discontinue service. The applicant agrees that if the applicant, spouse and/or roommates owes the City of Columbia for any past due utility bills, all unpaid bills must be PAID IN FULL prior to service being provided anywhere within the City of Columbia service area. The applicant agrees to the terms, conditions and all regulations of City of Columbia governing the supply of utility services to customers.

Initial _____

X

Applicant's Signature

Date

X

Co-Applicant's Signature

Date

Please Note the Following About Service Requests:

- Requests cannot be made more than 30 days in advance.
- Stop request is not available for Same Day Service
- Applications are processed during regular customer service hours only:
 Mon - Fri, 8 a.m. - 5 p.m. (Except observed holidays)
- Service requests dates cannot fall on weekends or observed holidays.
- A \$15.00 fee will be applied to all Same Day Service request
- A \$6.00 Move in Fee will be applied to all start service request