

City of Seminole, OK

Transfer of Utility Service Request

PH 405-382-4330 ext 224, FAX 405-382-8581, EMAIL: water_office@seminole-oklahoma.net

- Requirements for Transfer:
1. Rental or Lease Agreement if renting, Deed or Contract of Sale if buying, of your NEW address.
 2. Valid Photo ID
 3. Current Balance must be paid in full BEFORE transfer can be done.

Note: A one time charge of \$15.00 will be applied to the first bill of your new address.

TRANSFER SERVICE TO: _____ TURN ON DATE: _____ ACCT # _____

TRANSFER SERVICE FROM: _____ TURN OFF DATE: _____ ACCT # _____

LANDLORD OF NEW PLACE: (if renting) _____

YOUR NAME: _____

NEW MAILING ADDRESS IF DIFFERENT: _____

DATE OF BIRTH: _____ SSN: _____

DL/STATE ID NUMBER: _____ PHONE NUMBER: _____

AUTHORIZED PERSON: (only complete this if you want someone listed on your account.)

NAME: _____ DL# _____ RELATIONSHIP: _____

SSN: _____ BIRTHDATE: _____ PHONE # _____

ADDITIONAL POLYKART? YES NO HOW MANY? _____

One polykart is standard with every account @ \$15.75 each.

All bills are sent out by the 25th of every month. Bills are due by the 10th of the following month. If you do not receive a bill, it is your responsibility to contact the water department. If you move or leave, you must come in person to the water office to disconnect service, you will be responsible for all charges until you disconnect.

I have filled out the above application for service, if any false information is provided, it can result in denial of service. **I have read and understand this application and I understand that I am responsible for all charges on this account**

Signature Date

OFFICE USE ONLY

VERIFIED: PHOTO ID / ACCT/ BOTH / OTHER _____

FEE APPLIED TO ACCOUNT? _____

VERIFIED BY: _____ DATE: _____

