



Commercial Utility Application

Today's Date \_\_\_\_\_

Requested Install Date \_\_\_\_\_

Requirements:

- ✓ Picture identification
- ✓ Lease or Purchase Agreement
- ✓ Business License
- ✓ \$10.00 meter fee per service requested
- ✓ Deposit

Service Location: \_\_\_\_\_

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

Owner/Manager: \_\_\_\_\_

Type of business (please complete one):

- Corporation --- Federal ID# \_\_\_\_\_
- Partnership ---- ID# of responsible partner \_\_\_\_\_
- Sole Proprietor --- Social Security # \_\_\_\_\_
- Other ---- ID# of responsible person \_\_\_\_\_

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

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

Office Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Signatures: \_\_\_\_\_

Date: \_\_\_\_\_

Signatures: \_\_\_\_\_

Date: \_\_\_\_\_

WAIVER:

Before any connections be made, all electric breakers and/or water valves must be turned off. Connections will be made Monday - Friday 8:30am - 4:30pm. An adult must be at the residence prior to connection of services unless this waiver is signed. In the event we are unable to make connections at the time of the first visit as requested by the customer, a 2nd trip charge of \$50.00 will apply to connect services.

THE APPLICANT WAIVES ANY LIABILITY AND AGREES TO HOLD HARMLESS THE CITY, IT'S EMPLOYEES, OFFICERS AND COUNCIL MEMBERS FOR ANY AND ALL DAMAGES TO PROPERTY AT THE SERVICE LOCATION CAUSED BY A FAILURE TO TURN OFF ELEECTRIC BREAKERS OR WATER VALVES.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Utility Billing Representative \_\_\_\_\_ (Initials)

For Office Use Only:

Acct. Number \_\_\_\_\_

Service Number \_\_\_\_\_

Lease/Purchase Agreement \_\_\_\_\_

Business License \_\_\_\_\_

Picture Ids \_\_\_\_\_

Deposit: \_\_\_ YES \_\_\_ NO

If yes, amount required: \_\_\_\_\_

Meter Fees: \_\_\_\_\_

Work order requests: Electric \_\_\_\_\_

Water \_\_\_\_\_

Garbage \_\_\_\_\_

CSR Initials: \_\_\_\_\_

Utility Customer Service  
Franklin VA 23851

207 W. Second Avenue  
Office: (757) 516-1001

Fax: (757) 516-8481