

Elmendorf Water System

P.O. Box 247 • Elmendorf, TX 78112

Office: (210) 635-8210

Fax: (210) 635-8221



Instructions

The Water Service Application must be completed by the landlord of the tenants listed on the lease to the property. This application will not be accepted unless accompanied by the required fee; lease for the property; valid driver's license or state I.D. for the applicant and landlord; and the completed application for the tenant responsible of utilities.

Landlord Application

Applicant Information

Name or
Company

Last

First

M.I.

DOB:

SSN or Tax ID #:

Place of

Place of Employment

Employment:

Address:

Co-Applicant
or Spouse:

Last

First

M.I.

Co-Applicant

DOB:

Co-Applicant SSN:

Place of

Place of Employment

Employment:

Address:

Mailing
Address

Street Address

Apartment/Unit #

City

State

ZIP Code

Phone:

Secondary Phone:

Email:

Secondary Email:

If you, as the landlord, are not responsible for the bill, you may request a copy of the bills and any subsequent late notice informing the renter/lessee of account delinquency for an additional one (\$1.00) dollar fee on the renter/lessee's monthly bill. Would you like to receive a copy of your property's water bill?

Yes

No

Consumer Responsibility

"I, hereby certify the responsible party for this property's monthly utility service bill is the Tenant/Landlord. I understand that a tenant's failure to pay their bill may result in termination of service and removal of the water meter. Any new tenant or person requesting water service at a location where the meter has been removed shall pay a reconnect fee of one hundred fifty (\$150.00) dollars to re-establish service at said location."

Name of
Tenant(s):

Signature

Date

Office Use Only

DATE RECEIVED:

BY: