

REQUEST FOR SERVICE



DONA ANA MUTUAL DOMESTIC WATER CONSUMERS ASSOCIATION

- △ Membership
- △ Renter

Service Options	↓ Water ↓ Wastewater
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Application Date: _____

Applicant Information

APPLICANT NAME: _____ PLACE OF EMPLOYMENT: _____
 OWNER NAME: _____ WORK PHONE NUMBER: _____
 SERVICE ADDRESS: _____ PRIMARY PHONE NUMBER: _____
 CO-APPLICANT NAME: _____ CO-APPLICANT PHONE NUMBER: _____
 MAILING ADDRESS: _____
 EMERGENCY CONTACT NAME AND PHONE NUMBER: _____

Fees

METER SIZE	METER INSTALLATION FEE \$ _____ WATER RIGHTS \$ _____ IMPACT FEE \$ _____ SEWER CONNECTION \$ _____ IMPACT FEE \$ _____	MEMBERSHIP FEE \$ _____ RENTER'S REFUNDABLE DEPOSIT \$ _____ OTHER \$ _____ NON-TAXABLE TOTAL \$ _____ TAX \$ _____
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SUBTOTAL: \$
LESS PAYMENT RECEIVED: \$
BALANCE DUE: \$

Yes, I would like E-BILLING

You must maintain a valid email address on file. No paper bill will be sent. Failure to receive an E-Billing statement does not exempt you from penalties or disconnects.

EMAIL ADDRESS: _____

AUTHORIZED SIGNATURE: _____

Payment Options Fees

- ↓ TELE-CHECK
- △ CREDIT/DEBIT
- △ CASH
- △ CHECK

 DONA ANA MDWCA REPRESENTATIVE SIGNATURE

 Margo Lopez, Office Manager's SIGNATURE

FOR INTERNAL USE

↓ DRIVER'S LICENSE	△ COPY OF DEED, SETTLEMENT OR LEASE	△ COPY OF PLAT SURVEY OR EASEMENT	↓ CUSTOMER HANDBOOK
METER# _____	DATE READ _____	DISTRICT# _____	
Radio Remote # _____	NEW ACCOUNT# _____	Route # _____	
READING # _____	CERTIFICATE _____	PARCEL# _____	



OWNER(s) RESPONSIBILITY

ANY MEMBER, RENTING OR LEASING REAL ESTATE PROPERTY DESIGNATED TO RECEIVE SERVICE ACCORDING TO THE TERMS OF THE ASSOCIATION, TO OTHER PARTIES IS RESPONSIBLE FOR ALL CHARGES DUE TO THE ASSOCIATION.

THE ASSOCIATION MAY BILL THE RENTER OR LESSEE FOR UTILITY SERVICE (AT MEMBER REQUEST) AS A THIRD PARTY, BUT THE MEMBER IS FULLY RESPONSIBLE FOR ALL UNPAID ACCOUNTS LEFT BY THE RENTER/LESSEE.

THE RENTER/LESSEE WILL BE RESPONSIBLE TO REMIT TO THE ASSOCIATION A DEPOSIT OF \$100.00. ALL DEPOSITS ARE APPLIED TO THE FINAL BILL OF THE RENTER/LESSEE.

THE ASSOCIATION MAY, BUT IS NOT REQUIRED TO, NOTIFY THE MEMBER OF THE RENTER'S PAST DUE PAYMENT. IT IS THE RESPONSIBILITY OF THE PROPERTY OWNER OR HIS/HER REPRESENTATIVE TO NOTIFY THE ASSOCIATION OF ALL CHANGES IN THE OCCUPATION OF ALL RENTAL/LEASE PROPERTY.

THE OWNER IS RESPONSIBLE FOR PAYMENT OF ACCOUNT ON HIS/HER "UNOCCUPIED" OR "FOR SALE" PROPERTIES UNTIL THE NEW OWNER(S) PROVIDE PROOF TO THE ASSOCIATION. PROOF CONSISTS OF WARRANTY DEED OR SETTLEMENT STATEMENT SHOWING A TRANSFER OF OWNERSHIP.

ACKNOWLEDGMENT OF RESPONSIBILITY

OWNER(S) AUTHORIZED SIGNATURE: _____ DATE: _____

OWNERS(S) AUTHORIZED SIGNATURE: _____ DATE: _____