

**TOWN OF RICHLANDS**  
Request for Service Application

Date: \_\_\_\_\_ Requested Service Date: \_\_\_\_\_

Name of Customer: \_\_\_\_\_ S.S.N.: \_\_\_\_\_ DOB: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_ S.S.N.: \_\_\_\_\_ DOB: \_\_\_\_\_

Other who have permission to receive information on your account: \_\_\_\_\_  
\_\_\_\_\_

Customer Phone No.: \_\_\_\_\_ Work Phone No.: \_\_\_\_\_

Nearest Relative and Address/Phone : \_\_\_\_\_

Address of Requested Service

Billing Address

Customer Addresses: \_\_\_\_\_  
\_\_\_\_\_

Service Request: \_\_\_\_\_ Electric \_\_\_\_\_ Water \_\_\_\_\_ Sewer \_\_\_\_\_ Garbage

Type of Structure: \_\_\_\_\_ House \_\_\_\_\_ Apartment \_\_\_\_\_ Mobile Home \_\_\_\_\_ Double Wide

Location of Service: \_\_\_\_\_ In Town \_\_\_\_\_ Out of Town of Richlands

Do you own or rent? \_\_\_\_\_ own \_\_\_\_\_ rent

Have you ever had an account with the Town of Richlands? \_\_\_\_\_ yes \_\_\_\_\_ no

If yes, please give last account number: \_\_\_\_\_

I declare that the following statements are true, full and correct to the best of my knowledge and belief. I have also received a copy of the information sheets regarding the Town of Richlands general information.

Signature \_\_\_\_\_ Date \_\_\_\_\_

.....  
FOR OFFICE USE ONLY  
.....

Book No. \_\_\_\_\_ Meter No. \_\_\_\_\_ Account No.: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

Is there a Deposit needed? \_\_\_\_\_ yes \_\_\_\_\_ no If yes, give amount : \$ \_\_\_\_\_

Does customer have good standing? \_\_\_\_\_ yes \_\_\_\_\_ no

If no, give comment:  
\_\_\_\_\_

Is a Zoning Permit needed? \_\_\_\_\_ yes \_\_\_\_\_ no

Signature \_\_\_\_\_ Date \_\_\_\_\_