



City of San Clemente - Utility Billing Division

910 Calle Negocio, San Clemente, CA 92673

Ph: 949-361-8315 / Fx: 949-361-8285

Agreement for Continuous Water Service

Please complete the form below with the service address(es) you wish to include in the agreement.

Service Address: _____ Account #: _____

Service Address: _____ Account #: _____

Service Address: _____ Account #: _____

Service Address: _____ Account #: _____

Service Address: _____ Account #: _____

Service Address: _____ Account #: _____

Water service will continue uninterrupted between tenants on the above properties and all associated fees for service will be billed to:

Owner Name: _____ SSN / EIN: _____

Spouse , C/O or Attn: _____

Billing Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Work/Cell Phone: _____

By signing below, I acknowledge that I am the Owner or the Owner’s authorized agent for the properties listed above and I have read and agree to the Terms and Conditions listed on the reverse side of this form.

Applicant Name _____ Relation to Owner: _____

Applicant Signature: _____ **Date:** _____

Mail completed form to the address below:

City of San Clemente Utility Billing
910 Calle Negocio
San Clemente, CA 92673

Please contact the Utility Billing Division at 949-361-8315 for further information or assistance.

TERMS AND CONDITIONS

Agreement Effective date

- This agreement will become effective on the date the completed form is processed by the City.

Service Transfers

- Service will transfer without interruption between the tenant and the applicant based on notification by the tenant to establish or terminate service.
- Applicant accepts full financial responsibility for all charges incurred between service transfers.
- Effective dates for service transfers will be determined by the tenant or notification from the applicant with a minimum two (2) business day notice.

Service charges – waived

- The City will waive all \$40.00 establishment fees that would normally be charged to initiate service in the applicants' name.
- The City will waive all deposit requirements (\$120.00 Residential / \$200 Commercial) by applicant for service address(es) covered by this agreement.
- This agreement does not waive any service charges or deposits for tenants.

Delinquent accounts

- This agreement does not prevent service disconnections due to non-payment of charges by either tenant or applicant.
- Applicant must pay all accounts promptly. If any accounts in the responsibility of the applicant become over 50 days past due, are disconnected for non-payment and/or require collections activity, this agreement may be terminated.

Applicant must keep current contact information on file

- Applicant is responsible for keeping current contact information and billing addresses on file with the City. All bills and correspondence will be sent to the current mailing information on file.

Cancellation

- This agreement will remain in effect until written cancellation is received from the applicant or terminated by the City for non-performance by the applicant.
- Applicant is responsible to notify the city and cancel continuous service upon sale of a property.
- Applicant may not cancel and then reinstate this agreement due to a difficult tenant situation.