



# Utility Account and Service Application

PO Box 458 \* Veneta, OR 97487 \* 541-935-2191 \* Fax 541-935-1838 \* [www.venetaoregon.gov](http://www.venetaoregon.gov)

**Instructions:**

1. Complete this two-sided application in its entirety; read statement; sign application (front and back).
  2. Submit application to City by one of the following methods:
    - a) In person: to 88184 8th Street, Veneta.
    - b) Mail to: P.O. Box 458, Veneta OR 97487
  3. Appear in person with a least one piece of government issued, photo-bearing identification.
  4. Pay a \$70.00 deposit.
- Applicants must be 18 years of age or older to open an account with the City (per ORS 109.510 & 653.10.4)

Account Information			
Service Address:			
Service Beginning Date:			
Type of Use: (mark one)	Residence	Business	Other
Status: (mark one)	Owner	Tenant	

Applicant's Information	Co-Applicant's Information
Full Name: (First, Middle, Last)	Full Name: (First, Middle, Last)
Mailing Address (if different from service address):	Mailing Address (if different from applicant's):
Last 4-digits of Social Security #:	Last 4-digits of Social Security #:
Month and Year of Birth:	Month and Year of Birth:
Phone Numbers: Home: _____ Alternate #: _____	Phone Numbers: Home: _____ Alternate #: _____
Current Employer's Name:	Current Employer's Name:
Employer's Phone #:	Employer's Phone #:
Full Name of Persons (18 years old or older) Living with You:	Full Name of Persons (18 years old or older) Living with You:
Have you had service with the City of Veneta previously? Yes No If so, provide the following: Previous Veneta Service Address:	Have you had service with the City of Veneta previously? Yes No If so, provide the following: Previous Veneta Service Address:
Name on Account (if different than above):	Name on Account (if different than above):

**By My/Our Signature Below I/We affirm that we are at least 18 years old and affirm under penalty for false swearing the accuracy of the information provided on this application and other information requested; I/We agree to abide by the Veneta Municipal Code and rules and regulations adopted in regards to the provision of water, sewer, storm-water drainage, and other services.**

**Applicant's Signature:** \_\_\_\_\_

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

**Co-Applicant's Signature:** \_\_\_\_\_

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

**PROPERTY OWNER MUST FILL OUT ONE OF THE BOXES BELOW IN ORDER FOR THE CITY TO  
PROCESS AND APPROVE THIS APPLICATION**

**IF UTILITY ACCOUNT WILL BE IN A TENANT'S NAME:**

Property Owner Name (s): \_\_\_\_\_

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

Phone Numbers: Home: \_\_\_\_\_

Other: \_\_\_\_\_

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

I, (print name) \_\_\_\_\_ and \_\_\_\_\_ are the owner(s) of the property for which City services are being requested. I guarantee that if the applicant fails to make payments in accordance with the rules, regulations and ordinances of the City of Veneta, I will pay such arrearages and be liable for those charges, including any penalties and interest accrued. I further agree the City may lien my property, identified above, in the amount of any unpaid utility bills.

Signature of Property Owner \_\_\_\_\_

Date \_\_\_\_\_

Signature of Property Owner \_\_\_\_\_

Date \_\_\_\_\_

**IF UTILITY ACCOUNT WILL BE IN THE PROPERTY OWNER'S NAME:** Sign the following:

I, (print name) \_\_\_\_\_ and \_\_\_\_\_ are the owner(s) of the property for which City services are being requested. I guarantee that if I fail to make payments in accordance with the rules, regulations and ordinances of the City of Veneta, I will pay such arrearages and be liable for those charges, including any penalties and interest accrued. I further agree the City may lien my property, identified above, in the amount of any unpaid utility bills.

Signature of Property Owner \_\_\_\_\_

Date \_\_\_\_\_

Signature of Property Owner \_\_\_\_\_

Date \_\_\_\_\_

*The City of Veneta does not discriminate on the basis of race, color, religion, sex, national origin, age or mental and/or physical disability.*

**FOR CITY STAFF USE ONLY**

\_\_\_\_\_ Application complete

\_\_\_\_\_ Rental agreement provided\*

\_\_\_\_\_ Application signed (front and back)

\_\_\_\_\_ Property Owner agreement on file\*

\_\_\_\_\_ Identity checked and confirmed 18 yrs of age or older

\_\_\_\_\_ Unpaid balance on service address

\_\_\_\_\_ Unpaid balance on applicant (Search UB system for Last Name)

\_\_\_\_\_ Deposit Paid

Application Approved    Yes        No        If no, why?

Once approved:    Scan                                  Application                                  Owner Agreement  
                                  Attach to UB account                                  Application                                  Owner Agreement

\* Only necessary if property is to be occupied by someone other than the legal owner.