



**City of Oakland Park**  
**Utility & Billing Services**  
 1100 Park Lane East, 5<sup>th</sup> Flr Oakland Park FL, 33334  
 Phone (954) 630-4280 Fax (954) 630-4285  
 E-mail [ubs@oaklandparkfl.gov](mailto:ubs@oaklandparkfl.gov)  
 Website: [www.oaklandparkfl.gov](http://www.oaklandparkfl.gov)  
 Office Hours: 8:00 AM- 5:00 PM Monday-Friday

**For Office Use Only**

Customer #: \_\_\_\_\_  
 Account #: \_\_\_\_\_  
 Deposit Amt: \_\_\_\_\_  
 Cash  Check  Credit Card  M.O.  
 Processed By: \_\_\_\_\_  
 Processed Date: \_\_\_\_\_

**Commercial Water & Sewer Utility Service Application & Agreement**

Please print clearly and complete all sections of the form that apply to you.  
 Submit completed application and documentation by e-mail, fax, mail, or in person at the above address.  
 Please be sure to have all documents available when opening an account and a Photo ID.  
 The required deposit can be paid by mail or in person. A separate application is required for sanitation services.

**1. Account Information**

**Account Holder Information:** Enter the appropriate information in all fields.

Account Holder Name(s): \_\_\_\_\_

Work Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Have you ever had utility service with the City of Oakland Park?  Yes  No

If yes, please provide the service address: \_\_\_\_\_

**Property Owner** (Attach a copy of your Settlement Statement)

**Tenant** (Attach a copy of your Lease Agreement)

**Meter Deposit Amount**

<b>Size</b>	5/8"	1"	1.5"	2"
<b>Deposit</b>	\$170	\$170	\$640	\$1020

**2. Service & Billing Information**

**Service Address:** Enter the address where you wish to establish service.

Street: \_\_\_\_\_ Unit # \_\_\_\_\_ ZIP: \_\_\_\_\_

**Billing Address:** Enter the address to which monthly bills will be sent. If the same as the service address, leave blank.

Street: \_\_\_\_\_ Unit # \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Billing Method:** Select how you would like to receive your monthly bills.

Email only  Paper Mailing  Both Email and Paper Mailing

**Services Requested & Start Date:** Please mark which services you wish to establish and when you wish service to begin. If rental property, please check with your landlord.

Water & Sewer  Irrigation Service Start Date: \_\_\_\_\_

### 3. Automatic Bank Draft Option

Would you like to enroll in our automatic bank draft payment option?  Yes  No

If yes, please attach a voided check to this application, read the statement below and initial to authorize automatic bank drafts from your account

I authorize the Financial Institution named on my voided check to pay my monthly utility bill by charging each payment to the account specified by me. I agree that each payment shall be the same as if it were an instrument personally, signed by me. This authority is to remain in effect until revoked by me in writing. In addition, I have the right to stop payment of a charge by notifying Utility & Billing Services 10 business days prior to the due date on my bill. If I do stop payment, I will still be responsible for payment of my utility bill by the due date. I understand however that both the Financial Institution and the City of Oakland Park reserves the right to terminate this plan or my participation therein. A service fee of \$15.00 or 5% of the draft amount, whichever is greater, will be charged for all returned bank draft payments.

Initial: \_\_\_\_\_

### 4. Acknowledgments & Agreements

*Please read and initial next to each statement below.*

\_\_\_\_\_ All utility bills are due upon receipt. A 1.5% or \$10.00 penalty, whichever is greater will be applied to all balances that are not paid within 25 days the billing date. Delinquent accounts will be subjected to termination and all applicable fees and service charges.

\_\_\_\_\_ Delinquent utility accounts, in an owner's name, will result in a lien being placed on the owner's property. Delinquent accounts in a tenant's name will be reported to collection agencies and may affect your credit score.

\_\_\_\_\_ Deposits shall be held in a non-interest-bearing account, all deposits (if not transferred) are applied to the final bill. If the deposit exceeds the final bill, and no other outstanding fees or charges exist, then the remaining credit balance will be refunded.

\_\_\_\_\_ The account holder is responsible for all piping beyond the City's meter; leaks and unintended use of water past the meter are the financial responsibility of the account holder. Adjustments are only available in limited circumstances.

\_\_\_\_\_ The City's uses smart meter technology that allows account holders to track their water consumption by the hour, day, week, and more. This powerful tool can help customers manage their water consumption and identify potential leaks. To begin using this service, visit: <https://eyeonwater.com>.

\_\_\_\_\_ A new account administration fee of \$50.00 will be applied to your first bill.

#### City Updates

*The City of Oakland Park sends regular e-mail communications to residents and businesses on news, special events, and programs.*

Would you like to receive these updates?  Yes  No

#### Applicant Agreement

I agree that the information I have provided is true, complete, and accurate. I understand that I will be billed for all utility services charged at the above address until such time that services are discontinued. I am responsible for paying for the utility services.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_