

LAFAYETTE PARISH WATERWORKS DISTRICT NORTH

307 RUE SCHOLASTIQUE
LAFAYETTE, LOUISIANA 70507
Phone: (337) 896-8683 Fax: (337) 896-8625

APPLICATION FOR UTILITY SERVICES

APPLICANT INFORMATION		
APPLICANT'S INFORMATION	Name:	First: _____ Last: _____ or Company Name: _____
	Mailing/Billing Address:	# _____ Street Name: _____ Lot/Apt/Ste _____ City: _____ State: _____ Zip: _____
	Email Address:	_____
	Phone No.:	(Home) (____) _____ - _____ (Mobile) (____) _____ - _____
	Driver's License No.:	_____
	Social Security No.:	_____ - _____ - _____
	Date of Birth	Month _____ Day _____ Year _____
	Previous Address:	# _____ Street Name: _____ Lot/Apt/Ste _____ City: _____ State: _____ Zip: _____
EMPLOYMENT INFORMATION	Employer Name:	_____
	Address:	# _____ Street Name: _____ Lot/Apt/Ste _____ City: _____ State: _____ Zip: _____
	Phone No.:	(____) _____ - _____
SPOUSE'S INFORMATION	Spouse's Name:	First: _____ Last: _____
	Spouse's SSN:	_____ - _____ - _____
	Spouse's License #	_____
	Spouse's Employer:	_____

NEAREST RELATIVE (OTHER THAN SPOUSE)	Name:	First: _____ Last: _____
	Address:	# _____ Street Name: _____ Lot/Apt/Ste _____ City: _____ State: _____ Zip: _____
	Phone:	(_____) _____ - _____
LANDLORD INFORMATION (IF RENTING/LEASING)	Name:	First: _____ Last: _____
	Address:	# _____ Street Name: _____ Lot/Apt/Ste _____ City: _____ State: _____ Zip: _____
	Phone:	(_____) _____ - _____

SERVICE LOCATION INFORMATION

DATE TO CONNECT SERVICES	
SERVICE ADDRESS TO BE CONNECTED	# _____ Street Name: _____ Lot/Apt/Ste _____ City: _____ State: _____ Zip: _____
DO YOU INTEND TO RESIDE AT THIS SERVICE ADDRESS	Yes _____ No _____
DO YOU OWN, RENT OR LEASE THIS SERVICE ADDRESS? (If renting or leasing, please provide a copy of your rental or lease agreement)	Own _____ Rent _____ Lease _____
IS THERE AN EXISTING METER AT THIS LOCATION	Yes _____ No _____ Unknown _____
IF THIS IS A NEW METER INSTALLATION, WHAT SIZE METER SERVICE ARE YOU REQUESTING?	$\frac{3}{4}$ " _____ other _____ If a large meter is requested, you will be provided an additional form to complete and additional costs will apply
DOES THIS SERVICE LOCATION REQUIRE A BACKFLOW PREVENTOR?	Yes _____ No _____ Unknown _____ Should you select Yes, you will be provided an additional form to complete

*****NOTICE*****

L.P.W.D.N. WILL NOT CONNECT SERVICES AND/OR TURN WATER ON UNLESS THE APPLICANT OR SOMEONE ON APPLICANT'S BEHALF IS ON SITE AT THE SERVICE ADDRESS AT THE TIME OF CONNECTION. THIS POLICY IS TO PROTECT THE APPLICANT IN CASE FAUCETS OR OTHER WATER APPURTENANCES ARE OPEN.

FEES FOR NEW SERVICE

SERVICE	DESCRIPTION	COST
NEW RESIDENTIAL $\frac{3}{4}$ METER INSTALLATION	This fee is required if there is no acceptable existing service installation. Applicant has the option of paying this fee in a lump sum or in twelve equal monthly installments. Please indicated below which method of payment you select: Lump sum payment of \$750.00 _____ or twelve (12) payments of \$62.50 _____	\$750.00

NEW COMMERCIAL ¾ METER INSTALLATION	This fee is required if there is no acceptable existing service installation.	\$750.00
SERVICE CONNECTION	This fee is payable in full at the time the application is submitted	\$7.50
RESIDENTIAL REFUNDABLE DEPOSIT FOR HOMEOWNERS	This fee is payable in full at the time the application is submitted and is held until the Applicant requests disconnection of service and will used, in part, to pay any delinquent fees due the L.P.W.D.N., if necessary. Any overages will be refunded to Applicant.	\$50.00
RESIDENTIAL REFUNDABLE DEPOSIT FOR RENTERS	This fee is payable in full at the time the application is submitted and is held until the Applicant requests disconnection of service and will used, in part, to pay any delinquent fees due the L.P.W.D.N., if necessary. Any overages will be refunded to Applicant.	\$85.00
COMMERCIAL REFUNDABLE DEPOSIT	This fee is payable in full at the time the application is submitted and is held until the Applicant requests disconnection of service and will used, in part, to pay any delinquent fees due the L.P.W.D.N., if necessary. Any overages will be refunded to Applicant.	\$50.00

METER SIZES AND RATES				
METER SIZE	RESIDENTIAL		COMMERCIAL	
*****	Monthly Charge Up To And Including The First 2,000 Gallons Of Water Usage	Water Usage Charge For All Water Used During The Month That Exceeds The First 2,000 Gallons	Monthly Charge Up To And Including The First 2,000 Gallons Of Water Usage	Water Usage Charge For All Water Used During The Month That Exceeds The First 2,000 Gallons
¾"	\$18.60	\$3.20 per thousand gallons	\$21.60	\$3.40 per thousand gallons
*** Rates are subject to change *** *** Monthly water use rates are based on meter size requested ***				

COLLECTION/FEE POLICY	
1.	Statements are mailed on the 1 st of each month
2.	Payments are due on or before the 14 th of each month
3.	Any and all accounts with an unpaid balance on the 15 th of the month will be assessed a \$5.00 late fee – no exceptions
4.	Any and all accounts with an unpaid balance on the 25 th of the month will be assessed a \$50.00 delinquent fee and placed in line for disconnection – no exceptions
5.	Accounts that have been disconnected will be reconnected only after full payment of the bill, plus the \$5.00 late, plus the \$50.00 delinquent fee has been made. Payments received after 4:00 p.m. will be reconnected on the next business day.
6.	L.P.W.D.N. accepts cash, check, money orders or online bill pay. Payments can be mailed, paid in our office, deposited in the drop box or paid online at www.lpwdn.com . L.P.W.D.N. is not responsible for cash payments placed in the mail or placed in the L.P.W.D.N. drop box
*** Payments are posted to accounts by the date payment is received by L.P.W.D.N., NOT the postmark date ***	

TERMS AND CONDITIONS	
Applicant hereby understands and agrees to the following:	
1.	The Applicant acknowledges that utility accounts and deposits are not transferable between individuals and that the utility deposit will only be refunded in the name of the account.
2.	The Applicant acknowledges that the meters are the property of Lafayette Parish Waterworks District North (L.P.W.D.N.) and that they may be turned on or off only as authorized by the L.P.W.D.N.
3.	The L.P.W.D.N. has the right of access to meters whenever necessary. Failure to provide permanent access to meter may result in disconnection of service.
4.	The L.P.W.D.N. shall activate a new service within 60 days after the installation whether the resident has requested actual service to commence. This means that a bill will be submitted by the L.P.W.D.N. to the applicant and such bill is due and payable to the L.P.W.D.N. regardless if actual service has commenced.

5.	The L.P.W.D.N. shall have the right to credit and/or offset against other accounts in the name of the Applicant.
6.	Any unauthorized connection or disconnection of a meter is illegal and will result in the immediate termination of service and will be presumed to be the act or fault of the Applicant.
7.	If at any time there is failure to pay when due any charge for service or repair, the L.P.W.D.N. may discontinue service to any and all meters in the name of the Applicant until arrears and all appropriate fees are paid.
8.	It is a violation of Louisiana Law to cut meter locks or otherwise tamper with meters. All incidences of fraud, theft, tampering, and/or the unlawful taking of water services will be back billed to recover all charges for such service for the entire period during which these circumstances prevailed, and violators will be prosecuted.
9.	The Applicant also agrees to abide by and consider as part of this contract any ordinance, rules and regulations the L.P.W.D.N. adopts concerning utility service.
10.	The Applicant agrees to grant the L.P.W.D.N., its successors and assigns, a perpetual easement in, over, under and upon the above described land, with the right to erect, construct, install, and lay and thereafter use, operate, inspect, repair, connect additional customers to, maintain, replace, and remove water pipelines and appurtenant facilities, together with the right to utilize adjoining lands belonging to the Applicant for the purpose of ingress & egress from the above described lands.
11.	Applicant acknowledges that the L.P.W.D.N. does not provide sufficient quantities of flow or pressures with its distribution system to provide any service over-and-above that required for potable water use in accordance with local, state and federal requirements. In addition but not limited to, the Applicant acknowledges that the L.P.W.D.N. does not guarantee or warrant in any way that its distribution system is capable of providing sufficient flows or pressures required for fire protection.
12.	Applicant acknowledges that any and all rates and policies stated in this application are subject to change by the L.P.W.D.N. at any time and at the time of such changes those shall become a part of this agreement and the applicant shall pay the L.P.W.D.N. for water services according to the changed rates. A copy of LPWDN's Policies & Procedures is available at www.lpwdn.myruralwater.com
13.	<p>All applicants must submit the following documentation with your application:</p> <ul style="list-style-type: none"> • a copy of your driver's license or pictured id • a copy of the lease, cash sale, etc showing occupancy of the premise <p>Services will not be connected and processed until all applicable fees are paid and all required documentation is received by LPWDN.</p>

THIS INFORMATION IS REQUESTED BUT NOT REQUIRED

The information regarding race, ethnicity and sex designation solicited on this application is requested in order to assure the Federal Government, acting through the Rural Housing Service that the Federal laws prohibiting discrimination against customer applications on the basis of race, color, national origin, religion, sex, familial status, age and disability are complied with. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race, ethnicity and sex of individual applicants on the basis of visual observation or surname.

Ethnicity:

Hispanic or Latino _____ Not Hispanic or Latino _____

Race:

American Indian/Alaska Native _____ Asian _____ Black or African American _____

Native Hawaiian or Pacific Islander _____ White _____ Other _____

Gender:

Female _____ Male _____

AGREEMENT

APPLICANT, HAVING READ THIS APPLICATION, HEREBY AGREES TO ABIDE BY ALL TERMS, CONDITIONS AND POLICIES CONTAINED HEREIN AND AS MAY BE AMENDED FROM TIME TO TIME AND REQUESTS THAT THE LAFAYETTE PARISH WATERWORKS DISTRICT NORTH PROVIDE POTABLE WATER SERVICE TO SAID APPLICANT.

DATE: _____

APPLICANT'S NAME (PRINT)

APPLICANT'S SIGNATURE

LPWDN OFFICE USE ONLY

PROCESSING CLERK

Processing clerk	
Date Processed	

FIELDWORKER

Fieldworker Assigned	
New Customer Meter No.	
New Customer Begin Read	
Date of New Customer Begin Read	

NEW CUSTOMER INFO

New Customer Name		
New Customer No.		
Service Address		
Database Search	New Customer or Previous Customer	
	Previous account number	
	Previous Service Address	
	Was previous account paid in full?	Yes _____ or No _____
	Amount owed on previous account	\$ _____
	Customer must pay balance on previous account prior to connecting current services – amount collected	\$ _____

PREVIOUS RESIDENT INFO

Previous Customer Name	
Previous Customer No.	
Previous Customer End Read	
Date of End Read	

FEES COLLECTED FROM NEW CUSTOMER

New Meter Installation	Residential or Commercial	AMOUNT COLLECTED	
Deposit	\$50.00 Residential	AMOUNT COLLECTED	
	\$85.00 Residential Renter		
	\$50.00 Commercial		
Connect fee	\$7.50	AMOUNT COLLECTED	