

## **EFFECTIVE AUGUST 21, 2012**

**By order of the Mayor and Board of Aldermen in the Board Meeting held on August 21, 2012, the following policy has been established for new water accounts:**

**Water accounts will be opened for residential customers in the name of the leaseholder, renter, or homeowner only.**

**Verification of this information will be required in the form of a copy of the lease, rental agreement, or other similar forms.**

**Also required is photo identification.**

**Water accounts for businesses will be opened in the name of the individual holding the current privilege license or, in the case of a corporation, verification from the corporate office assigning authority to the person to open such an account. For a business, partnership or corporation, a valid tax ID number will be required.**