



City of Baxter
 PO Box 2626
 13190 Memorywood Drive
 Baxter, MN 56425
 Phone (218) 454-5100
 Fax (218) 454-5103
 www.baxtermn.gov

**APPLICATION FOR UTILITY
 SERVICE
 RESIDENTIAL**

Today's date ____/____/____
 Responsible for account as of date ____/____/____
 Service address _____
 Apt # _____

Beginning Meter Reading						

You must provide us with a beginning meter reading that is taken from the water meter before you start using water. Read all seven (7) digits from left to right. The last number will always be a stationary zero.

Purchasing or renting? _____
 If renting, landlord's name _____

Have you had service from us within the last 12 months? Yes No
 If yes, previous address _____

APPLICANT

Last Name _____ First Name _____
 Mailing Address (If different from service address) _____

 Home Phone (____) ____ - ____ Cell Phone (____) ____ - ____
 Work Phone (____) ____ - ____ E-Mail _____

CO-APPLICANT

Last Name _____ First Name _____
 Home Phone (____) ____ - ____ Cell Phone (____) ____ - ____
 Work Phone (____) ____ - ____ E-Mail _____

- Residential customers (except those in apartments or 4 plexes) are responsible to read their own water meter each month and submit the reading with the payment. Please read your actual water meter located inside your home, most often in the laundry or utility room, and NOT the remote reader on the outside of your home. Additional meter and rate information is available upon request or on our website, www.ci.baxter.mn.us.
- If the City does not receive a meter reading from you, we will estimate your usage. If this occurs, there will be no adjustment due to over or under charging you for that particular month. If the estimate is high, you will be charged the minimum until the usage is satisfied. If the estimate is low, you will have to pay the difference when then accurate reading is received.

***CONTINUED ON NEXT PAGE**

- If the City has to read your meter after two months of estimates, a meter reading fee will apply (currently \$25.00).
- Service will remain in your name for the service address listed above until we receive a completed "Termination of Utility Service" form. You will be responsible for any outstanding balance until we receive the completed form from you.
- Residents anticipating high outdoor water usage during the summer months may purchase and install a separate irrigation meter in lieu of the summer sewer rate. Please contact Utility Billing at (218) 454-5121 for more information.

By signing below you agree to the above terms regarding meter readings and discontinuing service

Applicant

Date