



104 West 3rd Street
Grove, OK 74344
Phone (918) 786-5171 Fax (918) 786-8939

Application for Commercial Utility Service – Brand New Service

Date of Application: _____ Tap Date: _____

GMSA ACCOUNT NUMBER: _____

Service Address: _____

Type of
Business: _____ Corporation _____ Partnership _____ Sole Proprietorship _____ Other: _____

Type of Service provided: _____ (ex; retail, office, daycare)

Utilities requested: \$90 / \$150 Water \$140 / \$110 Sewer \$500 / \$700 Gas \$25 Trash
(Inside/Outside deposit rates/rates vary for Exempt entities) **Total Gas BTU: _____** (Trash Only inside City limits)
(Required)

Company Name/Name on Account: _____

Mailing Address For Bill: _____

City: _____ State: _____ Zip: _____

Business Phone #: _____ Fax#: _____

Owner, President or
Legal Representative Name: _____
AS IT APPEARS ON ID (Last) (First) (Middle)

Federal Tax Id Number or Social Security Number (of applicant): _____

Driver's License of Applicant: _____ (provide copy) Date of Birth: _____

Phone Number of Applicant: _____

Co-Owner/Co-Applicant: _____
AS IT APPEARS ON ID (Last) (First) (Middle)

Driver's License of Co-Applicant: _____ (provide copy) Date of Birth: _____

Phone Number of Co-Applicant: _____

Utility Sales Tax Exempt: _____ Yes _____ No If yes, we must have a copy of your Sales Tax Exempt Permit on File.

Name of Emergency Contact: _____ Phone #: _____
(Name someone other than applicant/co-applicant)

Have you ever had utility service with Grove Municipal Services Authority? _____ Yes _____ No

If so, what address: _____ When? _____
Month\Year

Under What Name? _____

Service Agreement

I, (owner/legal representative of company) hereby request Grove Municipal Services Authority to provide applicable utility services which may include but not limited to water, sewer and natural gas at the above service location. I (owner/legal representative of company) agree to pay all charges for services rendered as a result of this request. I (owner/legal representative of company) understand and agree that failure to pay any amount due to GMSA can result in services not being connected/reconnected until such payment has been received. I have read and accept the terms of the Service Disclosure Agreement as noted on the back page of this form.

Primary Applicant Signature Date

Co-applicant Signature Date

If this form is not signed in front of a GMSA Representative, the signatures must be notarized.

Subscribed and sworn before me this _____ day of _____, _____.

State of _____ County of _____

Commission number _____ My commission expires _____

Notary Public

Copy of Business License – City Clerk
Copy of Certification of Occupancy – Building Inspector
Copy of Fire Marshall Report – Fire Department
Signature of Bldg. Inspector required after tap fees/deposits paid

Office use only: Accepted by: _____ Date: _____

APPLICANT/CO-APPLICANT DISCLOSURE AGREEMENT

Please initial to acknowledge statements. If this is a joint account, both must initial.

_____ GAS CUSTOMERS: Applicant/Co-Applicant acknowledge that they must provide an accurate BTU total required to serve the property. It will be the responsibility of the customer to contact GMSA for permit requirements and upgrade necessity when making changes to BTU load. At any time should GMSA find a discrepancy, customer will be required to upgrade the gas meter at customer's expense or forfeit right to receive natural gas service.

_____ PAYMENT: Applicant/Co-Applicant agrees to pay monthly for utility services rendered by GMSA. Charges for service will be made at the regular established rates for the class of service applicable to the service address. It is the Applicant/Co-Applicants responsibility to review the monthly bills for accuracy and notify the Utility Billing Office of any concerns prior to the payment due date. Service begins the day GMSA sets the meter(s).

_____ DELINQUENCY: Payment for service is due immediately upon billing and shall become delinquent if not received by the due date reflected on billing statement. A late charge of 10% per month of the unpaid balance will be added to delinquent accounts. The applicant agrees to pay reasonable expenses of collection including attorney's fees and court costs should it become necessary to use such measures to collect the charges made to Applicant/Co-Applicant's account.

_____ DISCONNECTION: Delinquent accounts are subject to disconnection of services. Disconnected services cannot be reconnected until all outstanding late charges and delinquent charges for services along with the established reconnection fees in place at the time. Disconnected accounts not reconnected within 30 days from the payment due date are subject to termination.

_____ CREDITS/BALANCE: Credits and/or balances from a closed account are subject to being applied to the current service address account by GMSA, at GMSA's sole discretion.

_____ SECURITY DEPOSITS/TAP/METER FEES: A security deposit and tap/meter fee is required for all accounts at the rates set and established by ordinance. Security deposits are refunded only when service is terminated.

_____ REASONABLE ACCESS: The Applicant/Co-Applicant shall permit GMSA's authorized representatives to enter onto the customer's premises at all reasonable times for purposes connected with repairing, replacing, rendering, billing, or disconnecting utility services. Services may be terminated if reasonable access is not permitted.

_____ IMPORTANT STATEMENT DATES: Statements are sent out on the 1st, 10th and 20th of each month, depending on which billing cycle you are in. Payments are due the 15th, 25th and 5th of the month, respectively. The failure of any customer to receive a statement for any utility charges shall not excuse the customer from their obligation to pay such charges within the time specified.

_____ EQUIPMENT: Water and gas meters, as well as any automated meter reading devices, are the property of GMSA. It is unlawful for anyone to break, damage, tamper with, or obstruct the flow of or prevent the proper running of the equipment in any manner whatsoever. Customers who may commit any of the offenses listed above will be charged a fee for water or gas lost and a fee for any damages to any GMSA equipment and may have criminal charges filed against them.

_____ CELL PHONES: If, at any time, I provide a wireless telephone number where I may be contacted, I consent to receive calls (including auto-dialed calls and prerecorded messages) at that wireless number from Grove Municipal Services Authority, its successors and assignees, and the affiliates, agents and independent contractors, including servicers and collection agents, of each of them regarding the services rendered, or my related financial obligations.

Commercial Utility Service – BUILDING INSPECTOR

Date of Utility Application: _____ Date GMSA to connect service: _____

Service Address: _____

Type of Business: _____ Corporation _____ Partnership _____ Sole Proprietorship _____ Other: _____

Type of Service provided: _____ (ex; retail, office, daycare)

Utilities requested: Water Sewer Gas

Company Name/Name on Account: _____

Phone #: _____

Applicant/Owner, President or
Legal Representative Name: _____
AS IT APPEARS ON ID (Last) (First) (Middle)

Co-Owner/Co-Applicant: _____
AS IT APPEARS ON ID (Last) (First) (Middle)

Copy of Business License – City Clerk
Copy of Certification of Occupancy – Building Inspector
Copy of Fire Marshall Report – Fire Department
Signature of Building Inspector Required after deposits paid to GMSA

Approved by Building Inspector: _____ Date: _____

RETURN THE SIGNED FORM TO THE GMSA OFFICE