



1201 NEO Loop  
Grove, OK 74344  
Phone (918) 786-5171 Fax (918) 786-8939

## Application for Commercial Utility Service

Date of Application: \_\_\_\_\_ Date to connect service: \_\_\_\_\_

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 \$25 Service Charge  
(Inside/Outside deposit rates/rates vary for Exempt entities) (Trash Only inside City limits)

Company Name/Name on Account: \_\_\_\_\_

Mailing Address For Bill: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone #: \_\_\_\_\_ Fax#: \_\_\_\_\_

Applicant/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: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

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 or co-applicant)

If the property is a **rental**, Please give the following:

Landlord Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

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 Building Inspector Required after deposits paid

Office use only: Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

## SERVICE DISCLOSURE AGREEMENT

Please initial to acknowledge statements. IF JOINT, BOTH MUST INITIAL

\_\_\_\_\_ ACCOUNT CONNECTION CHARGES: Applicant/Co-Applicant acknowledge that they are subject to a \$25.00 service charge in addition to the deposits that are required to turn on the account.

\_\_\_\_\_ 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.

\_\_\_\_\_ 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: A security deposit 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 1<sup>st</sup>, 10<sup>th</sup> and 20<sup>th</sup> of each month, depending on which billing cycle you are in. Payments are due the 15<sup>th</sup>, 25<sup>th</sup> and 5<sup>th</sup> 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