

Village of New Auburn
130 E Elm Street
PO Box 100
New Auburn, WI 54757

NEW AUBURN UTILITIES
Water/Sewer Utility Service Application

Office: 715-237-2223
Fax: 715-237-2334

Utility Service Address

Account # (if known)

Property Owner

Phone #

Property Owner Full Mailing Address

Is this a Rental Property? ☐ Yes ☐ No If yes, complete tenant information below:

Tenant Name(s) – *Include all adult names that will be responsible for the utility billing*

Tenant Mailing Address

Tenant Phone #

Tenant Secondary Phone #

Email for Utility Bill (please print legibly)

Utility bill will be emailed to you unless you specifically request it to be mailed.

Driver's License #

State of DL

Effective Date (to read meter)

Heat Source (Boiler, Water, Furnace)

☐ Yes ☐ No Do you have a medical condition requiring water service?

Note: Medical conditions means life support and/or medical equipment requiring water service as required by medical staff. A physicians letter will have to be provided to the utility company

By signing below, I certify that I am either the owner of the above property or a tenant and understand my responsibilities as it relates to the Village's Water & Sewer Utility, including the following:

1. The property owner and/or tenant is responsible for providing the Utility Billing Clerk with sufficient notice (24-48 hours) for a final meter read and/or account move ins/move outs, any property account changes such as billing address change, title requests, special assessment requests, or transfer due to sale/foreclosure, etc.
2. I understand that utility bills are sent to the property owner(s) and/or tenant(s)
3. I understand that the municipality may send delinquent bills to the tax roll and/or collections for which additional penalties will be incurred.
4. I understand that the total amount due is due monthly by the due date.

Signature

Date

Return completed form to the Village Hall in person, by mailing, emailing, or faxing.