

Welcome to the

**City of New Bern**

P.O. Box 1129, New Bern, NC 28563  
Phone(252) 639-2750 Fax (252) 636-2076

**APPLICATION FOR RESIDENTIAL UTILITY SERVICE**

Today's Date: \_\_\_\_\_ Date Service Requested: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Co-Applicant's (Roommate's) Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ ZIP Code: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Applicant's Social Security Number: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Driver's License Number or I.D.#: \_\_\_\_\_ State: \_\_\_\_\_ Verified:

Home Telephone Number: (\_\_\_\_) \_\_\_\_\_ / Contact Number:(\_\_\_\_) \_\_\_\_\_

Employer's Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Co-Applicant's Social Security Number: \_\_\_\_\_

Co-Applicant's Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_ Verified:

Do you:  Own? ***COPY OF DEED OR PURCHASE CONTRACT REQUIRED***

Rent? ***COPY OF LEASE REQUIRED***

Service will be used for:  Primary Residence  Rental Property

Landlord's Name: \_\_\_\_\_

Tenant(s), if rental: \_\_\_\_\_

Name and Telephone Number of Nearest Relative Not Living With You:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

***We now offer payment by:  Auto Bank Draft***

If interested please check above, and we will send you an information form.

(Office Use Only)

**Account Information:**

Customer Number: \_\_\_\_\_

Premise Number: \_\_\_\_\_

Service Order Number: \_\_\_\_\_

**Deposit Information:**

Score: \_\_\_\_\_ / Guarantor  # \_\_\_\_\_

Previous Balance: \_\_\_\_\_

Deposit amount: \_\_\_\_\_ + \$30.00 fee

Total balance due: \_\_\_\_\_

**\*\* Please sign contract on next page \*\***

**SERVICE APPLICATION CONTRACT**

The City of New Bern will make all reasonable efforts to provide continuous and uninterrupted utility service, but cannot be liable for loss or damage (direct, consequential or otherwise) caused by any failure to supply utilities, or by an interruption, or by a connection, either initial or subsequent connection.

The rights and responsibilities of the City of New Bern and the customer regarding utility service include those set out in the City of New Bern's Policies and Procedures Manual (a copy of which is available upon request). Those policies in effect for the date of this Application may be updated or changed from time to time by the City of New Bern. (However, the terms and provisions of the Manual, as they might change, are incorporated in the Application.)

This Application and the documents referred to in this Application, specifically including the City of New Bern's Policies and Procedures Manual, constitute the entire agreement between the Customer and the City of New Bern with respect to the provision of utility service by the City. Neither party shall be responsible to the other except as specifically set out in this Application and in those agreements or documents referred to in this Application.

Although the City of New Bern and its customers may not always exercise the rights specified in these policies or available to them by law, that does not prevent the City of New Bern or the customer from exercising those rights at a later time.

The applicants understand that the City of New Bern must take actions and expend funds to comply with this request for service. By signing this Application, the applicants signify that he/she/they have the authority to request utility service, both permanent and temporary to the premises identified in this application. By signing this Application, the applicants request permanent utility service, to be preceded by temporary service if needed, for the location identified. Additional construction aid cost may be required per our line extension plan. Customer(s)'s failure to pay will entitle the City of New Bern to recourse against any deposit and reimbursement of costs (including reasonable attorney fees) incurred by the City in collection of any unpaid accounts.

Upon acceptance of this Application, a valid contract is formed by the City of New Bern and the applicants.

Utility service will be subject to any and all rates, rules, regulations, policies, procedures, terms and conditions applicable to the service, and as revised by the City of New Bern with the authority given it by North Carolina General Statute Chapter 160A, Article 16.

If co-applicancy is requested by this Application, any changes to the ownership of the utility account perfected by this Application may be made only by signature of one or both applicants.

\_\_\_\_\_  
**(Initials)**

Upon acceptance of this Application by an authorized representative of the City of New Bern, this application becomes a contract between the City of New Bern and the applicant(s), enforceable as provided by North Carolina law.

X \_\_\_\_\_  
**Customer**

\_\_\_\_\_  
**Date**

X \_\_\_\_\_  
**Co-App**

\_\_\_\_\_  
**City of New Bern**