

**RULE NO. 3**

**APPLICATION FOR SERVICE**

**A. APPLICATION FOR SERVICE**

Each applicant for utility service may be required to sign an application on a form provided by the Utility and, upon request, will be required to furnish the following information.

1. Name of applicant.
2. Date and place of application.
3. Location of premises to be served.
4. Date applicant will be ready for service.
5. Whether the premises have been heretofore supplied.
6. Purpose for which service is to be used.
7. Customer's mailing address.
8. Whether applicant is owner or tenant of, or agent for, the premises.
9. Rate schedule desired if optional rate is available.
10. Information to establish credit of applicant.
11. Such other information as the Utility may reasonably require.

The above information may be supplied by the applicant either in writing or telephone if the applicant's signature is not required.

The application is a request for service and does not in itself bind the Utility to serve except under its filed tariff schedules, nor does it bind the customer to take service for a longer period than the minimum requirements of the rate schedule.

**B. INDIVIDUAL LIABILITY FOR JOINT SERVICE**

Two or more persons who join in one application or contract for service shall be jointly and severally liable thereunder and shall be billed by means of a single periodic bill mailed to the person designated on the application to receive the bill.

**C. CHANGE IN CUSTOMER'S EQUIPMENT OR OPERATIONS**

Customers shall give the Utility written notice of the extent and nature of any material change in the size, character, or extent of the utilizing equipment or operations for which the Utility is supplying service before making any such change.

(Continued)

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\*D. **SERVICE ESTABLISHMENT CHARGE**

1. The Utility will charge a service establishment charge for any service(s) established at an individual premise.
2. The service establishment charge provided for herein is in addition to the charges in accordance with the applicable schedule and may be made each time an account is established. As used herein, establishment means each time an account is opened, including a turn on of utility service or a change of name which requires a meter reading.
3. In case the customer places a request for utility service to be established on a day when the maximum workload has been scheduled an additional charge will be made.
4. The service establishment charge is not applicable by customers of the Utility to service rendered through submeters to tenants.
5. Any apartment complex owner who has enrolled in the Utility's program known as the "Participating Apartment Owners" will be charged a service establishment charge at a reduced rate. The program allows the Utility to automatically transfer utility service into the owner's name for cleaning and showing purposes as tenants vacate the apartment.
6. Rule No. 23 contains the above referenced charges.

\* **Collection of the Service Establishment charge for eligible businesses will be suspended during the period of April 15 through July 29, 2005 in support of the Citywide Business License Holiday.**