



**CITY OF FORT BRAGG  
FORT BRAGG WATER WORKS**

416 N FRANKLIN STREET  
FORT BRAGG, CA 95437

PHONE: (707) 961-2825 FAX: (707) 961-2913

**REQUEST FOR WATER/SEWER SERVICES**

SERVICE ADDRESS \_\_\_\_\_

START DATE \_\_\_\_\_

**BILLING INFORMATION:** (all information requested must be completed before connection)

TENANT NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_  
(if this is a business)

MAILING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
HOME WORK

DRIVERS LICENSE # \_\_\_\_\_ SSN: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**PROPERTY OWNER INFORMATION:**

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY/ST/ZIP: \_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
HOME WORK

DRIVERS LICENSE # \_\_\_\_\_ SSN: \_\_\_\_\_

**FOR FINANCE DEPT. USE ONLY**

CUSTOMER # \_\_\_\_\_

ROUTE # \_\_\_\_\_

DEPOSIT AMT. \_\_\_\_\_

CASH \_\_\_ CHECK # \_\_\_\_\_

CREDIT CARD \_\_\_\_\_

RECEIPT # \_\_\_\_\_

**TRANSFER DEPOSIT FROM  
CUSTOMER NUMBER:**

**TO CUSTOMER NUMBER:**

**Proof of Ownership/Leasee/ID**

Lease/Rental Agreement: \_\_\_\_\_  
(initial)

Ownership: \_\_\_\_\_  
(initial)

Identification: \_\_\_\_\_  
(initial)

**REQUIRED TO ESTABLISH SERVICE: Tenants must provide a copy of the lease agreement with a photo ID and owner occupied properties must provide proof of ownership (Grant Deed) and photo ID before service can be established.**

**A deposit of \$150.00 is required for all non owner occupied single family residences at the time of connection.** Fort Bragg Municipal Code section 14.04.155A states in part that: "the amount of the cash deposit to establish credit for water service shall be no more than twice the amount of the estimated average periodic bill and the deposit for commercial accounts shall be at the discretion of the director of finance". All deposits are refunded upon termination of water service by the consumer. Deposit balances will only be refunded to the account holder.

Customer agrees to pay all utility charges in a timely manner. Charges for service are due and payable upon receipt and become delinquent after 20 days. Bills are past due if left unpaid at the close of business on the date printed on the front of the invoice. Unpaid accounts are subject to a 5% penalty and will be mailed a delinquent notice.

**The City of Fort Bragg now offers ACH direct debit payments from your checking or savings account. All ACH authorized payments will be debited on the twenty-fifth (25<sup>th</sup>) of every month. If you are interested please request an authorization form.**

**In the event of non-payment, utility service will be terminated. Customer will be required to pay a reconnection charge of \$40.00 in addition to the full account balance before service is restored.**

All unpaid delinquent water bills for service to nonresidential, master metered and owner-occupied residential properties shall be a lien on the property served with the water and shall be collected and enforced in the same manner that unpaid City taxes on the property are collected and enforced.

Signature \_\_\_\_\_

Date \_\_\_\_\_