



## RESIDENTIAL UTILITY APPLICATION

**\*\*Please submit with Photo of Valid  
Government ID & 1<sup>st</sup> page of  
Lease or Closing Disclosure\*\***

OFFICE USE ONLY:

Acct # \_\_\_\_\_  
Closing/Lease \_\_\_\_ ID \_\_\_\_  
WT \_\_\_\_ WW \_\_\_\_ RF \_\_\_\_ P/U Day \_\_\_\_  
Turn on Time \_\_\_\_ Payment \_\_\_\_  
Notified TDS \_\_\_\_ Email \_\_\_\_

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

☐ Own ☐ Rent ☐ Landlord (Attach Landlord Agreement Form)

Requested Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**If water is off, select a turn on time: Monday - Thursday ☐ 8am-12pm OR ☐ 1pm-5pm**

**Friday's ONLY available time slot ☐ 8am-12pm**

**The City of Kyle cannot disclose any information on your account unless you permit us to do so. Please select an option below:**

- ☐ I would like my account confidential meaning no information can be given to anyone except the applicant(s) listed below.  
☐ I authorize the City of Kyle to disclose the information in my utility account records.

### **Applicant Information**

Name: \_\_\_\_\_ Driver's License \_\_\_\_\_ State: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ ☐ I am 65 years or older (eligible for 10% discount on trash service)

Primary Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Social Security: \_\_\_\_-\_\_\_\_-\_\_\_\_ **Enroll in E-Billing and Waive Paper Bills?** ☐ Yes ☐ No

### **Co-Applicant Information**

Name: \_\_\_\_\_ Driver's License \_\_\_\_\_ State: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Primary Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Social Security: \_\_\_\_-\_\_\_\_-\_\_\_\_

### **Payment Method**

Credit/Debit Card # \_\_\_\_\_ Exp: \_\_\_\_/\_\_\_\_

- This is a one-time payment for your deposit and service charge. It does NOT sign you up for automatic payments.
- A 3.91% process fee applies to ALL card payments. To avoid this fee, you may pay in person with cash or check.

### **City of Kyle Service Agreement:**

1. The water meter is City property; only authorized City personnel may turn water service on or off.
2. Your account will remain active in your name until a disconnection form is submitted.
3. You or your designated agent must be present at the scheduled service turn-on time. Failure to provide access may result in a second service charge and delay in activation.
4. A \$38.06 fee will be applied for any returned checks.
5. Utility bills are due by the 15th of each month; a 10% late penalty will be assessed for overdue balances.
6. Trash collection services, when applicable, are provided by Texas Disposal Systems and included on your monthly utility bill.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Co-Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_