



TOWN OF OXFORD

Oxford Municipal Utilities
105 S Howard St
PO Box 54
Oxford IN 47971
765-385-2150 | www.oxford.in.gov

Residential Utility Account Application

Please complete and return to the Town Clerk's Office in person, by mail to the address above, or email to: utility-clerk@oxford.in.gov

To start service, you must provide a completed application, a copy of your driver's license, a copy of your deed/lease, and a meter deposit.

Service Address: _____ Requested Date to Start Service: _____

Account Holder Information (Required)

First Name: _____ MI: _____ Last Name: _____

SSN: _____ Drivers License #: _____ State: _____

Mailing Address (If different from service address): _____

Email: _____ Phone: _____

Additional Account Holder Information (Optional)

First Name: _____ MI: _____ Last Name: _____

SSN: _____ Drivers License #: _____ State: _____

Mailing Address (If different from service address): _____

Email: _____ Phone: _____

References

Name: _____ Phone: _____

Name: _____ Phone: _____

Owner Information (Required if tenant occupied)

Name: _____ Phone: _____

CONSUMER RESPONSIBILITY

PAYMENT – The applicant agrees to pay monthly for the utility services rendered by the Town of Oxford. Services generally include: water, wastewater, sanitation, and stormwater. Applicant can pay online, in the office with check or cash, or at Alliance Bank. A \$20.00 fee will be charged on returned payments.

DELINQUENCY – Bills are due the 15th of the month. A 10% penalty is added if the account is paid after the due date. Per Indiana Code, disconnect can occur after 14 days of delinquency. In addition, the Town will charge a reconnection fee in the amount of \$50.00.

SECURITY DEPOSIT – The applicant is required to pay a \$150 deposit. It is agreed by the applicant that the deposit is not considered as prepayment of any bill other than the final bill. Unpaid accounts will be considered delinquent notwithstanding the existence of a security deposit. The Town may apply the amount of the security deposit to the applicant's final bill and any balance remaining will be refunded to the applicant.

REASONABLE ACCESS – The applicant shall permit the Town's authorized representatives to enter onto the customer's premises at all reasonable times for purposes connected with rendering, billing, or disconnecting utility services. Services may be terminated if reasonable access is not permitted.

TERMINATION OF SERVICE - The applicant agrees to be responsible for the payment of utility charges incurred at these premises until their responsibility is terminated in one of the following ways:

1. By mutual agreement evidenced in writing and signed by the TOWN and applicant.
2. By a two day written notice from the customer to have services disconnected and the Town physically terminating the service.
3. By the proper assumption of the payment responsibility by a party acceptable to the Town and upon the completion of an application for service by the other party.

I am aware that delinquency notices will be provided monthly to the property owner. The information provided in this application is true and correct, and I understand that false and misleading information shall be cause for the Town to deny or cancel service and demand immediate payment of any amounts which are due.

Account Holder 1 Signature

Date

Account Holder 2 Signature

Date

Official Use Only

Previous Account #: _____ Last Read: _____ Date: _____

New Account #: _____ Start Read: _____ Date: _____

Deposit Date: _____ Deposit Amount: _____