

# East Jena Water System, Inc.

P O Box 155

Jena, LA 71342

Ph: 318.316.5438 email: [cnjena@gmail.com](mailto:cnjena@gmail.com)

## WATER METER TRANSFER FORM:

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

From: (Please fill out any info below that you know, if unknown leave blank)

### PREVIOUS CUSTOMER AT THIS LOCATION (IF KNOWN):

Previous Customer Full Name: \_\_\_\_\_

### Meter to be transferred to:

\*Status of land: (Please check one)

I own this land \_\_\_\_\_ Please include \$50.00 Refundable Meter Deposit

I am renting this land \_\_\_\_\_ Please include \$150.00 Refundable Meter Deposit

Plus \_\_\_\_\_ Reconnect Fee \$25.00 |

Plus any previous balance \$ \_\_\_\_\_

Total for owner \_\_\_\_\_ \$75.00

Total for renter \_\_\_\_\_ \$175.00

Total amount including previous balance \$ \_\_\_\_\_

\*Paid by: Check#: \_\_\_\_\_, MO, CASH (Circle One) Amount Paid: \$ \_\_\_\_\_

**You may mail payment with application to address above or take to drive-in window at Southern Heritage Bank. If you would like to setup you monthly payment on bank draft call 318-316-5438.**

\*Full Name: \_\_\_\_\_

\*Mailing Address: \_\_\_\_\_

\*Physical Address: \_\_\_\_\_

\*City, State, Zip: \_\_\_\_\_ Email: \_\_\_\_\_

\*Phone: Home#: \_\_\_\_\_ Cell#: \_\_\_\_\_

\*Driver License#: \_\_\_\_\_ State: \_\_\_\_ DOB: \_\_/\_\_/\_\_\_\_

\*Social Security#: \_\_\_\_\_

### ***\*REQUIRED INFORMATION, IF NOT COMPLETED APPLICATION WILL NOT BE ACCEPTED.***

Upon receiving this form plus the refundable meter deposit meter will be unlocked however water meter valve will not be turned on by system representative unless there is someone home at time meter is unlocked. Reason: Would not want to turn water on and there be a faucet on somewhere at home.

### **For System Use Only:**

Water Meter Beginning Reading: \_\_\_\_\_ Date meter unlocked: \_\_\_\_\_

GPS: Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

Person unlocking meter: \_\_\_\_\_ Meter Serial#: \_\_\_\_\_