

**Office Use Only:**

Acct# \_\_\_\_\_

Meter# \_\_\_\_\_

# Selmer Utility Division

## Tap Installation Application Form

**Applicant Information:** Have you had services with us before? ☐ Yes ☐ No

- **Name:** \_\_\_\_\_ **DL#** \_\_\_\_\_ **SSN#** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
- **DOB:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Phone:** (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ **Email:** \_\_\_\_\_
- **Property Address:** \_\_\_\_\_
- **Mailing Address:** \_\_\_\_\_

**Utility Service Requested:**    ☐ Gas    ☐ Sewer    ☐ Water\*

### Intended Use of Utilities:

- Circle intended use of the requested utility services

**Residential, Commercial, Industrial, Irrigation/Sprinkler**

**\*All water service tap applicants, must review Section 22 in the SUD CODE OF OPERATION regarding the Cross-Connections (Backflow Prevention). Failure to comply with this section may result in the termination of water service.**

### Required Documentation:

- Proof of ownership or authorized agent status
- A **warranty or deed or lease agreement** for the property to be served
- A copy of the **applicant's driver's license or government issued photo identification**
- New construction **Building Plumbing/Mechanical Permit from the Town of Selmer**, if the premises are within the (Selmer, Tn) corporate city limits.
- Site plan or Hand drawn diagram showing utility connection points. (*Optional*)

### Details of the Project/Development: (*This section if for Commercial & Industrial*)

**Type of Development:** (e.g., single-family residence, multi-unit complex, commercial establishment, etc.) \_\_\_\_\_

- **Estimated Date of Service Connection** \_\_\_\_/\_\_\_\_/\_\_\_\_
- **Project Size/Scope** (in square footage, number of units, etc.): \_\_\_\_\_  
\_\_\_\_\_ (*if applicable*)

← (SEE BACK OF FORM) →

**Paperless Billing is available:** ☐ Yes ☐ No

**Round-Up Program:**

The Round-Up Program rounds your bill to the nearest dollar and goes to local school system.

Would you like to enter the Round-Up Program? ☐ Yes ☐ No

**Acknowledgments:** By signing below, the applicant acknowledges:

- That the information provided is accurate and complete.
- That you will comply with all local Town of Selmer regulations and SUD CODE OF OPERATION guidelines for utility connections.
- That fees must be paid for the utility tap, and service may be delayed or discontinued if fees are not paid.

• **Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**For Office Use Only:**

- Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Application Tap Fee Paid: \$\_\_\_\_\_
- Employee Signature: \_\_\_\_\_