

201 SOUTH MAIN STREET, P. O. BOX 308
LUCAS, KS 67648
SERVICE APPLICATION

Phone 785-525-6425
Fax 785-525-6289

REQUIRED: Photo ID, Social Security Number*(SSN), Complete Application, Connection Fee

Name Date Requested

Street Address Mailing Address

Email Address

Social Security # Driver's License #

Home Phone Cell Phone #

Employer Work Phone

Spouse Information

Name Social Security #

Drivers License # Cell Phone #

Employer Work Phone

Total # in household

Landlord _____ Phone Number _____

Breed Sex Color

Spay/Neuter Pets Name Rabies Vaccination Exp. Date

**ALL DOGS, OVER 6 (SIX) MONTHS OLD, ARE REQUIRED TO BE LICENSED WITH THE CITY OF LUCAS.
PLEASE BRING PROOF OF RABIES VACCINATION AS WELL AS SPAY/NEUTER TO THE CITY OFFICE TO
LICENSE YOUR DOG(S).**

*The Privacy Act regulates the use of Social Security Numbers by government agencies. The City of Lucas requests the disclosure of Social Security Numbers upon completing a service application. The SSN may be used to collect delinquent account balances through the State of Kansas Set Off Program or contracted collection agency. No other use of distribution of SSN will be allowed.

POLICY FOR SERVICE CONNECTION FEES, PAYMENT FOR SERVICES, DELINQUENT ACCOUNTS AND TERMINATION OF SERVICE.

The City shall bill account holders on or about the 25th of each month following the period covering by said, billing, and shall be payable by the use on or before the 10th of the month following the period covered by said billing, and if not so paid shall be delinquent and shall be assessed a 10 % penalty. **Bills not paid by the end of business on the 21st day of the month following the period covered shall be disconnected at 10:00 AM on the 22nd (or the next business day following the 21st).** A reconnect fee of \$50.00 will be added to the balance due. The City shall notify all disconnected services by posting a shutoff notice upon the residence showing the past due amount due as well as the total amount due with the disconnect fee added. After three (3) attempts to collect, the account will be submitted for collection either with the State of Kansas Setoff Program or contracted collection agency. Once the account has been submitted for collection the City will not accept any payment by the resident personally to the City. All payments are to be made directly to the State of Kansas Setoff Program or contracted collection agency. Service was not to be restored until the total past due amount is paid in full.

All outstanding utility bills must be paid prior to transfer of service from one address to another. When a customer has more than one service location and the customer is in arrear at one, or more, of these locations, the utilities will be disconnected at all customer locations. Charges for yard lights, sewer services, sewer connections, trash and any other applicable charges are declared to be an inseparable part of the total utility bill and subject to the above stated collection rules and regulations.

Signature of person requesting service

A **nonrefundable** \$150.00 service connection fee is required for all new customers before service will be provided. (\$75 for Electric Service and \$75 for Water Service).

OFFICE USE

___ Cash ___ Check ___ Credit Card Date Paid _____ Approved by _____

