



# Multi-Family Residence Water Service Application

2029 East Avenue Q Palmdale, CA 93550 Phone (661) 947-4111 Fax (661) 947-8604 www.palmdalewater.org

Service Address:

Owner Name:

Social Security/Tax ID #:

Drivers License #:

(For Individual Applicants)

Requested Service Date:

Number of Units:

Property Manager:

Home Phone#:

Cell Phone#:

I agree to receive information via text:

Yes

No

Work or Office Phone#:

Email:

Mailing Address:

  

The applicant agrees to comply with the District's Rules and Regulations (available for review upon request or at [www.palmdalewater.org](http://www.palmdalewater.org)).

Signature:

On the first visit to activate service, the District can assist you in determining if you have an isolation valve. However someone must be present at the time. Would you like this assistance? YES  NO

## Deposit -- A deposit of \$100.00 per unit is required

Deposit Amount:

### Do not attempt to turn on your Water Service Yourself!

If a consumer is found to be responsible to any damage done to District property, such damages shall be reimbursed to the District at cost plus administrative overhead. Also, owners requesting service shall be responsible for damage resulting from such activation due to open or faulty piping and/or fixtures on the owner's property.

**Note:** If this property is to be a rental, you have the option to request a courtesy copy for your tenant and submit the **Tenant Limited Account Access Authorization**.

For District Use Only Processed by: _____ Date: _____ Account #: _____ (Initials)
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## **MULTI FAMILY RESIDENCE**

### **OWNERS OF PROPERTY MUST APPLY FOR WATER SERVICE**

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#### **Requirements to process your application:**

1. Complete and sign the application.
2. Provide proof of ownership documentation (final settlement statement, deed of trust, or water letter from escrow).
3. Owner's government issued ID.
4. If a Property Management Company is applying for service, a copy of the management agreement is needed.
5. If the owner of the property is a company, a copy of articles of incorporation listing owners and authorized signers is needed (only those authorized may sign on behalf of the company).

#### **Once you have all necessary documents and a fully completed application you can:**

1. Turn in all documents in person at our office located at 2029 E Avenue Q, Palmdale CA, 93550 (open Monday through Thursday 8:00 AM to 6:00 PM; \*\*for same day service, applications must be processed by 4:30 PM).
2. Send documents via fax to 661-947-8604; this process may take up to 2 business days.

**To avoid delays, please complete, sign the application and provide all required documentation.**

#### **Application charges:**

- Account setup charge is **\$25.00**.
- An initial deposit of **\$100.00** per unit is required.

We ask that an adult be present at the time of service turn-on (if water is off at the meter). Customers who request activation of service shall be responsible for damage resulting from such activation due to open or faulty piping and/or fixtures on the customer's property.

#### **\*\*Do not attempt to turn on your Water Service Yourself!**

If a consumer is found to be responsible to any damage done to District property, such damages shall be reimbursed to the District at cost plus administrative overhead. If responsibility for damage is not known, charges will be made to the current property owner.