



Elyria City Hall  
 131 Court Street ,Suite 102  
 Elyria, Ohio 44035  
 Phone: (440) 326-1570 Fax: (440)-326-1588  
[www.cityofelyria.org](http://www.cityofelyria.org)

**APPLICATION FOR WATER/ SEWER/ SANITATION SERVICE**

**SERVICE ADDRESS:** \_\_\_\_\_  
 (Street Address) (City, State and Zip code)

**ACCOUNT HOLDER/APPLICANT (NAME):** \_\_\_\_\_  
 (Last, First, MI OR Business Name)

Please select one of the following:  OWNER  TENANT  MANAGEMENT COMPANY  REALTOR

Telephone Number(\_\_\_\_) \_\_\_\_\_ Cell Phone Number(\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_ Driver License/ ID Number: \_\_\_\_\_

Have you had a previous account with City of Elyria different than the service address?

\_\_\_\_\_

(If different than Service Address Above)

If TENANT, provide the following owner information:

**Owner / Landlord Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Telephone Number (\_\_\_\_)** \_\_\_\_\_  
**Cell Phone Number (\_\_\_\_)** \_\_\_\_\_  
**Additional After Hours Emergency Number:(if available)(\_\_\_\_)** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

(Please Initial) \_\_\_\_\_

- In consideration for receiving utility service from The City of Elyria at the above location, I hereby acknowledge responsibility for payment of service billings. All utility accounts are billed and payment by the indicated due date is required to prevent interruption of service. I am responsible for utility service until your account is closed.
- I understand that The City of Elyria is not responsible for water damage to this property or its contents. In consideration for having utility service initiated/ restored at the above address, I agree to ensure that all water service facilities (sink and tub faucet/ inside and outside, toilets, etc.) are turned off: or that the responsible account holder or designee will be present to check for leakage.  
**We recommend that you turn off your private shut off valve, if applicable. Once the application is processed, it may take up to 5 business days to restore service.**

Account Holder/ Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*APPLICATIONS WILL NOT BE PROCESSED WITHOUT PROPER DOCUMENTATION\*\***

**Security Deposit Information:**

This deposit shall constitute a guarantee that all sums due the City for furnishing utility service are fully paid. The City shall upon permanent disconnection of water services, refund any deposit remaining after deducting all amounts due the City for such services. Furthermore, the deposit shall not preclude the City from discontinuing for non-payment any and all services regardless of the sufficiency of the deposit to cover such indebtedness.

**Please note: All utility service will remain active and is the responsibility of the property owner even during lapses in occupancy with any rental property. Charges will be billed to the property owner. For a listing of complete EPU rules see Chapter 939 of Codified Ordinance or [www.cityofelyria.org](http://www.cityofelyria.org)**

\_\_\_\_\_ Date: \_\_\_\_\_  
 Account Holder/ Applicant Signature

\_\_\_\_\_ Date: \_\_\_\_\_  
 Owner/Landlord/Agent Signature