CITY OF LINCOLN
Utility Services Division
600 Sixth Street • Lincoln, CA 95648
(916) 434-2430 (ofc) • (916) 645-9502 (fax)
Email address: utilitybilling@lincolnca.gov

FOR FINANCE DEPT. USE ONLY

RT/SER _____

METER READING _____

RES-CAN ORDERED _____

REQUEST FOR UTILITY SERVICES

Water – Sewer – Refuse

NEW SERVICE REQUEST

Service Address: _____ Close of Escrow Date: _____

(PLEASE PRINT)

OWNER INFORMATION: (STRICTLY CONFIDENTIAL)

Owner One: _____ , _____
First Name Last Name

Owner Two: _____ , _____
First Name Last Name

Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: (___)__ __ __-__ __ __ __ / (___) __ __ __-__ __ __ __/ (___) __ __ __-__ __ __ __
Cell/Home Work Cell

Email : _____

MUST PROVIDE SSN AND GOVERNMENT ISSUE I.D. FOR EACH OWNER

(Example: Government Issue ID can be a Drivers License, State Issued ID, Passport Number or Military ID Number)

Owner 1 __ __ __ - __ __ - __ __ __ __ | _____
SSN | State Issued ID (ex Driver's License)

Owner 2 __ __ __ - __ __ - __ __ __ __ | _____
SSN | State Issued ID (ex Driver's License)

COMPLETE ONLY IF STATEMENT TO BE SENT TO A TENANT OR A PROPERTY MANAGER
(Property Manager must have current City of Lincoln Business License. To add a tenant; copy of signed lease required)

Name C/O _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____)__ __ __-__ __ __ __ / (_____) __ __ __ - __ __ __ __ / _____
Cell Cell/Work Fed ID# OR Tenant(s) DL# / Last 4 SSN

SERVICE AGREEMENT

The City of Lincoln will charge a twenty-two-dollar ($22.00) processing fee to set up your account. This amount will reflect on your first bill.

Customer agrees to pay all utility charges in a timely manner. Current charges are due the first of the month. All fee or charges which are not paid on or before the thirtieth day following the date such charges were due and payable will be considered delinquent. A ten percent interest of the charge shall be imposed and due upon mailing of a reminder notice. An additional charge of $8.00 will be assessed if a door tag delinquent notification is placed on the property.

The undersigned (customer) agrees to be responsible for any damages to the bin and to personal and public property for the duration of the lease and agrees to return the bin in a satisfactory condition.

In the event of non-payment utility service will be terminated. Customer will be required to pay a service charge of $55.00 - $165.00 and up to the full account balance before service is restored.

In the event payment is not made, the property owner is responsible for any unpaid balance on the account and all service charges if service is terminated for non-payment. At its option, the City of Lincoln may place a lien on the property for all amounts owed.

Signature: _____ _____
Owner 1 Date

Signature: _____ _____
Owner 2 Date