



**Town of Alpine**  
**Water/Sewer Department**  
**Account Transfer Application**

I request to make a transfer of the following water/sewer department account from the previous lot owner into my name. I agree to follow all rules and regulations of the municipality pertaining to the use of such water and, if applicable, sewer services.

**\*\*PLEASE ATTACH A COPY OF YOUR DEED TO THE PROPERTY FOR VERIFICATION OF OWNERSHIP\*\***

**Name of Applicant:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Home Telephone #:** \_\_\_\_\_ **Work Telephone #:** \_\_\_\_\_

**Lot #:** \_\_\_\_\_ **Subdivision:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_

**Previous Owner:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_

By signing below, I understand and agree to the following: Billing Procedures-Owners are responsible for water bill (sewer bill also if applicable). Bills will be computed and mailed to all customers no later than the fifth (5<sup>th</sup>) day of the month. Payment will be due on the fifteenth (15<sup>th</sup>) day of the month. Payments received after the twenty-fifth (25<sup>th</sup>) day of the month will be assessed a \$5.00 late charge. All billing is in arrears. For example, January's water/sewer usage is billed the beginning of February. A customer will be advised of a disconnect order upon delinquent accounts. Please note a \$30.00 connection fee will be assessed on past due accounts that are shut-off. Reference: 200-Ordinance No. 2010-02

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Transfer Fee \$25.00

Check #: \_\_\_\_\_ Cash Receipt #: \_\_\_\_\_