



# CITY OF Callaway FLORIDA

*"East Bay at its Best"*

Utility Billing Department  
6601 E Hwy 22, Callaway, FL, 32404  
Phone (850) 871-6000 Fax (850) 871-2444  
[www.cityofcallaway.com](http://www.cityofcallaway.com)

## UTILITY SERVICE APPLICATION INFORMATION

- Present your photo ID, military ID or any other valid photo ID
- A copy of either: documented proof of ownership; a signed lease agreement; valid sales agreement; signed realtors listing agreement OR notarized letter of authorization from the property owner ( if the applicant is not the owner)
- A secondary name may be added to a customer's account with equal access and authority. Both account holders will be equally responsible for any unpaid balance
- There is a non-refundable account fee of \$10.00
- Current deposit amount: \$250.00
- If an applicant has a past due balance owed to the City for prior service at any location, that balance must be paid in full
- Complete notarized applications with legible supporting documents are accepted by fax
- Incomplete applications will not be processed
- Same day connections are available if received by 3:00 P.M.

NOTE: When the water meter is unlocked and turned on and there's water running on the premises, the city technician will turn the meter back off but will leave the meter unlocked so the occupant can turn the water on. If the technician is required to make a second service call to turn the meter on, a \$25 service charge must be paid prior to technician being sent.



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## UTILITY SERVICE APPLICATION

PLEASE PRINT OR TYPE

Primary Account Name \_\_\_\_\_  
Last First Middle

Secondary Account Name \_\_\_\_\_  
Last First Middle

Service Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(If different than service address) City State Zip Code

Driver's License: \_\_\_\_\_  
State Number

Date of Birth: \_\_\_\_\_ Primary Phone \_\_\_\_\_

Secondary Phone \_\_\_\_\_ Email (Optional): \_\_\_\_\_

Employment: \_\_\_\_\_

Date for Service to Begin: \_\_\_\_\_ Check One Box:  Unlock Meter Only OR  Turn on Meter  
 (You must choose one)

Read statement below, sign and date application

*I, the undersigned applicant, for water/sewer/solid waste service state that the information provided on this application is true and correct to the best of my knowledge. I understand services start per purchase date or lease commence date unless otherwise stated on legal documented agreement. I understand that all charges are due as billed and accept total responsibility for payment of all charges incurred for the services provided, including reasonable attorney's fees and costs incurred for collection of the unpaid balance. I am also responsible for any damages done to any meters at this location by me or anyone else. I consent that water services provided at the service location may be turned on without applicant or applicant's representatives present. Applicant further agrees to hold the City of Callaway and its employees HARMLESS of authorizations made on behalf of account holder or a secondary account holder and or should the property, building(s) or premises incur damage as a result of water connection.*

Attached hereto is my (check one) \_\_\_\_\_ proof of ownership \_\_\_\_\_ lease agreement \_\_\_\_\_ sales agreement \_\_\_\_\_ signed realtor's listing.  
 Also attached is a legible copy of valid id (check one) \_\_\_\_\_ driver's license \_\_\_\_\_ military id \_\_\_\_\_ state id.

Date: \_\_\_\_\_ Applicants' Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Secondary Applicants' Signature: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ as identification and who did/did not taken an oath.

NOTARY PUBLIC: \_\_\_\_\_  
 PRINT NAME: \_\_\_\_\_  
 MY COMMISSION EXPIRES \_\_\_\_\_

METER # _____	READ _____
TECH _____	DATE _____ TIME _____
COMMENTS _____	
July 2, 2018	