

APPLICATION FOR WATER SERVICE TO:

BCPSD Account No. _____

Berkeley County Public Service District

P.O. Box 737
Martinsburg, WV 25402-0737
www.berkeleywater.org
304-267-4600

PLEASE PRINT ALL INFORMATION

Date of Application: _____ Driver's License #, SSN or FEIN: _____ Service Start Date: _____

APPLICANT: Name: _____

MAILING ADDRESS Street: _____

City/State/Zip _____

Telephone - Home: _____ Work: _____

PROPERTY OWNER: Name: _____

(if same as applicant, print "same" and go to Water Service Location)

Street: _____

City/State/Zip _____

Telephone: _____

WATER SERVICE LOCATION: Street: _____ Subdivision: _____ Lot #: _____

Phase/Section: _____

City/State/Zip: _____

Type of Service: [] Residential [] Commercial _____ [] Industrial _____ Estimated Daily Demand _____
Size Size

Proof of Application for Sewer Service must be attached! [] Private Fire Service _____
Size

[] BCPSSD [] City of Martinsburg [] On Lot Disposal

Applicant has read the conditions on the reverse of this form. By signing this application for water service, applicant acknowledges and agrees to these conditions and that the information provided above is true and accurate to the best of applicant's knowledge.

Signature of Applicant: _____ [] Owner [] Tenant/Builder [] Applicant's Agent
Application must be notarized when not applying in person.

STATE OF _____

COUNTY OF _____, to wit:

I, _____, a Notary Public in and for the State and County aforesaid, to certify that _____, whose name is signed to the writing above, bearing date on the _____ day of _____, 200____, have this day acknowledged the same before me in my said County.

My commission Expires: _____ Notary Public

For Use by Berkeley County Public Service District

Received from Applicant:

Security Deposit	\$ _____	Previous Account #	_____
Connection Charge	\$ _____	Date to Final:	_____
Capacity Improvement Fee	\$ _____	WO #:	_____
Other (Specify)	\$ _____	Comments:	_____
Total Received	\$ _____		_____

Thank you,
Berkeley County Public Service District

By: _____

Date: _____

NULL AND VOID AFTER 6 MONTHS
White: Water District Copy Yellow: Owner Pink: Applicant

The Undersigned:

1. Makes application to the Berkeley County Public Service District to receive water service at the address shown above for the type of service shown above and for the purposes described above.
2. Attaches the applicable, required security deposit (150CSR7 §4.2.1.b). For owners only, the deposit will be refunded with interest to the customer after customer has paid monthly bills on time for twelve (12) consecutive months. For tenants, Deposits with interest will be credited to the final bill. The interest rate to be paid the customer is determined by the Public Service Commission of West Virginia.
3. Agrees to use the water service in accordance with the “Rules and Regulations for the Government of Water Utilities (150CSR7)” and the rules and regulations of the District.
4. States that this application for water service is for immediate and continuous supply of water service to premises described above and agrees to pay for all water metered and delivered to the customer’s service pipe for these premises.
5. Understands that the applicant must request discontinuance of service during regular business hours and that the District has until the end of the next business day to discontinue water service (150CSR7 §4.7.1). Until such time the applicant is responsible for all service rendered.
6. Affirms that any changes to the above listed identity of the applicant, type of water service or description of the water service will make this application and subsequent water service null and void **AND** will require the Applicant to fill out a new, modified request for water service. **HOWEVER, THE APPLICANT SHALL BE LIABLE FOR ANY WATER USED AT THE PREMISES.**
7. Acknowledges that the District has given Applicant a copy of its current tariff schedule, the District has reviewed the tariff schedule relative to the type of service requested, and the District has offered Applicant a copy of the “rules and Regulations for the Government of Water Utilities (150CSR7)” to read in the District’s office.
8. **Agrees that the security deposit may be applied to any unpaid water bill at the time of termination of water service, with the balance of the said security deposit to be refunded to applicant.**
9. **Understands that this application is accepted subject to the availability of service at this location.**
10. All domestic services shall be installed with the approved backflow prevention device.
11. All private fire services shall be approved by the State Fire Marshal Office and shall be installed with a double check detector assembly.
12. Understands that this application will not be approved until a substantial completion certificate has been issued for the water main to be tapped.
13. Understands all service facilities to and including the water meter pit are now and forever will be the property of the Water District.
14. Acknowledges that any water service not in continuous use for a period greater than two years is considered abandoned and subject to physical removal by the Water District.
15. Acknowledges the District has 10 days from date of verbal or written notification to install a water meter for a new service.
16. Acknowledges receipt of a copy of this application.