

# **CADDO BASIN SPECIAL UTILITY DISTRICT**

## **SERVICE APPLICATION**

\*ORIGINAL MUST BE SUBMITTED TO AND ON FILE WITH CADDO BASIN S.U.D.\*

**PLEASE PRINT:** DATE: \_\_\_\_\_ SERVICE START DATE: \_\_\_\_\_

Owner ☐ Renter ☐ Residential ☐ Commercial ☐ Industrial ☐

APPLICANT'S NAME: \_\_\_\_\_

NUMBER OF PERSONS IN HOUSEHOLD: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_ CONTACT PHONE NUMBERS: \_\_\_\_\_

\_\_\_\_\_  
( ) \_\_\_\_\_

\_\_\_\_\_  
( ) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PROPERTY OWNER'S NAME IF RENTING: \_\_\_\_\_

PREVIOUS OWNER'S NAME: \_\_\_\_\_

LOCATION OF PROPERTY: \_\_\_\_\_

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### **(OFFICE USE ONLY)**

ACCOUNT #: \_\_\_\_\_ MAP UPDATED: \_\_\_\_\_ AUTO UPDATED: \_\_\_\_\_

RE-SERVICE: \_\_\_\_\_ FEE PAID: \_\_\_\_\_ QUADRANT: \_\_\_\_\_

NEW SERVICE: \_\_\_\_\_ FEE PAID: \_\_\_\_\_ PLUMBERS FORM: \_\_\_\_\_

SERVICE AGREEMENT: \_\_\_\_\_ EASEMENT: \_\_\_\_\_ PRIVACY ACT: YES ☐ NO ☐

CREWS READING: \_\_\_\_\_ DATE: \_\_\_\_\_ RECEIVE 1<sup>ST</sup> BILL: \_\_\_\_\_

LINE EXT. : ☐ ROAD BORE : ☐ PAYMENT CONTRACT: ☐

NEED COPY OF: \_\_\_\_\_ WARRANTY DEED OR \_\_\_\_\_ LEASE AGREEMENT AND \_\_\_\_\_ DRIVERS LICENSE.

**\*\*\*\*\*RESERVICE FEE: \$250.00\*\*\*\*\***

# CADDO BASIN SPECIAL UTILITY DISTRICT

## SERVICE AGREEMENT

**\*ORIGINAL MUST BE SUBMITTED TO AND ON FILE WITH CADDO BASIN S.U.D.\***

AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, between CADDO BASIN SPECIAL UTILITY DISTRICT, a district organized under the laws of the State of Texas (hereinafter called the District) and \_\_\_\_\_ (hereinafter called the Customer).

**(Signature)**

Witnesseth:

The District agrees to sell and deliver water service to the Customer and Customer agrees to purchase and receive water service from the District, in accordance with the bylaws and rules and regulations of the District as amended from time to time by the District.

The Customer shall pay the District for service hereunder at the rates and upon the terms and conditions set forth in the rate schedule adopted from time to time by the District's Board of Directors.

The District shall have the right to discontinue the service of any Customer in the event of nonpayment of any charges or assessments owing by said Customer that exceeds \$100.00.

In the event the Customer shall refuse or fail to connect to the District's facility and use same as soon as the facility is available, the minimum monthly charge will be assessed beginning as soon as water is available, and if the Customer refuses to pay the minimum monthly water rate as established by the District, the Customer agrees to discontinue the service.

All water shall be metered by meters to be furnished and installed by the District. The meter and/or connection is for the sole use of the Customer and is to serve water to only one dwelling or business and does not permit the extension of pipe or pipes to transfer water from one property to another, nor share, resell, or sub-meter water to any other persons, dwelling, business, property, etc. General farm use is included with a dwelling or business, but not irrigation use. Once set, meters are usable by Customers at that designated location and may not be transferred or relocated.

In the event the total water supply be insufficient to meet all of the needs of the Customers or in the event there is a shortage of water the District may prorate the water available among the various Customers on such basis as is deemed equitable by the Board of Directors and may also prescribe a schedule of hours covering the use of water for garden purposes by particular Customers and require adherence thereto to prohibit the use of water for garden purposes; provided that, if at any time the total water supply be insufficient to meet all of the needs of all Customers, the District must first satisfy all of the needs of all Customers for domestic purposes before supplying any water for livestock purposes and must satisfy all the needs of the Customers for both domestic and livestock purposes before supplying any water for garden purposes.

Plumbing Standard: The Caddo Basin Special Utility District adopts the Uniform/International Plumbing Code as guidance in the design, installation, and maintenance of plumbing systems and service facilities connecting or connected to the utility's water and/or wastewater facilities, to the extent appropriate under the applicable statutes and regulations governing public water and wastewater utility systems. Any customer may be required to retrofit plumbing systems and service facilities as determined to be necessary by the District for purposes of compliance with the Uniform/International Plumbing Code. Temporary service will be given for site built homes for construction only and permanent service will not be given until CSI inspection has been completed.

**ENFORCEMENT:** If the Customer fails to comply with the terms of this Service Agreement, Caddo Basin Special Utility District shall, at its option, either terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

Caddo Basin Special Utility District hereby notifies the customer that dual check valves are routinely installed on all new services. The dual check valves create a closed system for the customer which helps to ensure the health and safety of all customers from possible cross connection contamination. The customer is warned that as a result of the installation of dual check valves, the possibility of thermal expansion is present within the customer's closed system. To prevent possible damage or harm from thermal expansion, all customers shall install and maintain adequate thermal and/or pressure relief valves on all hot water heaters attached to the customer's service lines. For further information on dual check valves, closed systems, or thermal expansion, please contact Caddo Basin Special Utility District or your local licensed plumber.

The Customer shall install at his own expense a service line from the water meter connection to the point of use, and agrees to install any water conservation devices, or comply with any water conservation measures that may be prescribed by the Board of Directors. The Customer may not use any lead or other hazardous materials in the service line or anywhere beyond the District's service tap.

The Customer shall hold the District harmless from any and all claims or demands for damage to real or personal property occurring from the point the Customer ties on to the water meter to the final destination of the line installed by Customer. The Customer agrees to grant to the District an easement of right-of-way for the purpose of installing, maintaining and operating such pipe lines, meter, valves, and any other equipment which may be deemed necessary by the District to provide service to the Customer.

The District shall have the right to locate a water service meter and the pipe necessary to connect the meter on the property of the Customers at a point to be chosen by the District, and shall have access to its property and equipment located upon Customer's premises at all reasonable times for any purpose connected with or in the furtherance of its business operations, and upon discontinuance of service shall have the right to remove any of its property from the Customer's premises.

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CUSTOMER SIGNATURE

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ACCEPTED AND APPROVED  
DISTRICT

# OPTIONAL

**IF YOU DO NOT WANT THIS SERVICE DISREGARD THIS PAPER.**

**YOU CAN NOW REQUEST THAT PERSONAL INFORMATION CONTAINED IN OUR UTILITY RECORDS NOT BE RELEASED TO UNAUTHORIZED PERSONS.**

The Texas Legislature has enacted a bill, which was effective September 1, 1993, allowing publicly owned utilities to give their customers the option of making the customer's address, telephone number, account records, and social security number confidential. {Texas Utility Code Confidential, Subchapter B. 182.052(a)}

**IS THERE A CHARGE FOR THIS SERVICE?**

**Yes.** There is a **one-time \$3.00** charge for this service.

**HOW CAN YOU REQUEST THIS?**

Simply complete the form at the bottom of this page and return it to:

CADD0 BASIN SPECIAL UTILITY DISTRICT  
156 CR 1118  
Greenville, Texas 75401-7514

**WE MUST STILL PROVIDE THIS INFORMATION UNDER LAW TO CERTAIN PERSONS.**

We must still provide this information to (1) an official or employee of the state or a political subdivision of the state, or the federal government acting in an official capacity; (2) an employee of a utility acting in connection with the employee's duties; (3) a consumer reporting agency; (4) a contractor or subcontractor approved by and providing services to the utility or to the state, a political subdivision of the state, the federal government, or an agency of the state or federal government; (5) a person for whom the customer has contractually waived confidentiality for personal information; or (6) another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation.

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**Yes,** I want you to make my personal information (address and telephone number) confidential.

\_\_\_\_\_  
Name of Account Holder

\_\_\_\_\_  
Account Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Signature