



TRANSFER APPLICATION

Start Date: _____ Account Name: _____

New Service Address: _____

Account Type: Owner Renter Close Date: _____ Subdivision: _____

Previous Address: _____ End Date: _____

Phone Number: _____ Email Address: _____ Mail Bill E-Bill

By signing the application, the account holder agrees to the following conditions:

- The prior service account must end within 30 days of beginning new service account.
- Turn on hours are between 8 am and 5 pm, Monday through Friday, a resident is not required to be present at the home.
- Notice of account closure is required at least one business day prior to end date.
- Deposits are applied to the account after two (2) years of good payment history, or at final billing if ended before the two (2) years. Any balance of \$5.00 or less will not be returned per City Ordinance #752.
- Failure to receive a bill (mailed or emailed) does not entitle payment without penalty.
- Any alteration of the service meter from its original state, as installed by city personnel, will constitute forfeiture of deposit, and may result in theft of services charge.
- The Cibolo Utility Billing Office is to be informed of any changes in contact information. The city is not responsible for any issue that may arise due to the inability to contact the account holder.
- It is the account holder's responsibility to adjust and maintain the irrigation system that may be present on the property and using an irrigation system may result in a high-cost bill.
- Cibolo Utility Accounts are kept confidential, unless requested by the account holder, per HB #872 signed September 1, 2021.
- Sewer Only Accounts are subject to disconnection of water through Green Valley SUD if the Cibolo Utility Account becomes past due.

Emergency Contact Information:

NAME: _____ PHONE NUMBER: _____

Account Holder Signature: _____

Deposit Information

Account Transfer Fee: \$50.00
Same Day Service: \$50.00

Office Use Only

Account Number: _____ - _____ - _____
Order Garbage Cart: _____
Order Recycle Cart: _____
Paid: Cash Check# _____ CC