



**Village of Covington**  
**UTILITY SERVICE APPLICATION - TENANT**

This is the Utility Service Application for a tenant. Please complete and bring with you to the Government Center, 1 S. High Street, Covington, OH 45318. A tenant of the property must have a valid ID, like a driver's license, for identification purposes, along with a copy of the lease agreement for the property.

Tenant Information			
Property Address:		Account #:	
Tenant Name		Driver's License No.	
SSN:		Employer Name:	
Contact Information			
Phone:		Email:	

By signing this application for water and sewer service I am assuming responsibility for the usage and monthly usage fees associated with the account listed. I further understand that I will receive a utility bill at the beginning of each month for the water, sewer, refuse and recycling services used in the previous month. This bill is due and payable by the 20th of each month.

A penalty of 10% will be assessed for monthly charges not paid in full by that due date.

To have the service reactivated the account must be paid in full including a service charge of \$100.00.

A \$150.00 deposit is required for all accounts. The owner of the property may pay the deposit or require such a deposit is made by the tenant. If a deposit is not on file for the account, the Tenant must provide the deposit prior to turn on.

I authorize my monthly bill be to delivered via the email address provided.

I wish enter into ACH (separate form) and have my account auto-debited monthly.

--	--	--

Print Name

Authorized Signature

Date

VILLAGE USE:	
Account #	Cash / Check
Entered into System By	Date Entered
Water Turned on By	Date Turned On

**VILLAGE OF COVINGTON**

1 South High Street, Covington, OH 45318  
[contact@villageofcovington.com](mailto:contact@villageofcovington.com) | phone: (937) 473-3420 | [www.villageofcovington.com](http://www.villageofcovington.com)