



City of Naples

Finance Department | Utility Billing Division
735 8th Street South | Naples, FL 34102-6976

Phone: 239-213-1800

Fax: 239-213-1023

Email: CustSrv@naplesgov.com

APPLICATION FOR UTILITIES SERVICE

Welcome to the City of Naples. Please complete this form to apply for or transfer utility services. If you have questions regarding your utility account, you may call City Hall at 239-213-1800 or send an email to CustSrv@naplesgov.com

UTILITY ACCOUNTS ARE ALWAYS IN THE PROPERTY OWNER'S NAME

This form can be mailed, faxed, or delivered to the above address, or emailed to CustSrv@naplesgov.com. All orders for service or service changes must be received at least two days prior to date of service. See supporting document requirements below.

Service Address: _____
Current Utility Account #: _____
Date of Transfer: _____

SELLER. If property was sold, please give the following information:

Current Owner (Seller): _____
Closing Date: _____

Forwarding address for the final Seller's billing:

Street: _____
City: _____
State: _____ Zip Code: _____

BUYER.

Name of New Owner(s): _____
New Billing Address: _____

Phone of New Owner: _____
Email of New Owner: _____
Driver's License/ID #: _____

Attach a copy of selling statement, closing papers or other proof of ownership to this form.

TENANT. A second copy of the bill can be mailed to a tenant. The bill will always remain in the owner's name. Secondary billing (extra \$1/bimonthly charge)

2nd Name: _____
2nd Billing Address: _____
2nd Billing Address: _____
Additional Information: _____

Customer Agreement

READ CAREFULLY

Customer Agrees: The meter and meter box shall always remain accessible to utilities personnel for inspection, testing, and maintenance. Landscape shrubs and ground cover such as mulch shall remain at least 18 inches from the edges of meter or meter box. Trees shall not be planted within 4 feet of the meter. The applicant shall ensure that the meter or meter box is accessible.

I agree to pay the City all utility bills and penalties as billed at the rates established. I shall be responsible for notifying the Customer Service Division of any change in ownership of the premises being serviced. I understand that paying any utility bill with non-sufficient fund checks can lead to immediate disconnection without notice.

I agree to have our meters accessible for Water Dept. representatives to read and inspect, and I will allow them to enter the premises at reasonable times to do so.

Falsification of this application may result in immediate disconnection of utilities. Utilities not paid by the due date listed on the bill are considered delinquent and will result in the discontinuation of services if unpaid. To resume service, all customer balances and disconnection service charges must be paid. Delinquent accounts will bear a penalty of 5% until the account is paid in full.

This application for water service shall also be considered as an application for sewer, reclaimed water, and solid waste service when the property is within those areas in which the city provides such service.

Account Holder's Signature: _____

Date: _____

For office use only

- Estoppel Completed
- Estoppel Paid
- No outstanding balance verified – LOCATION ID
- No outstanding balance verified – CUSTOMER ID or NAME
- Address's location number: _____
- Name that currently appears on this account: _____
- Driver's license verification: _____
- Customer was given a bank draft form.
- Customer was signed up for e-notification.