

Sequoyah County Rural Water District #4



PO Box 128 / 461426 East 1105 Road

Sallisaw, OK 74955

Office: (918) 774-9869 Fax: (918) 774-9334

www.sequoyahrwd4.com / scrwd4@yahoo.com

APPLICATION FOR TRANSFER OF MEMBERSHIP & WATER SERVICE

The undersigned, being the owner and / or occupier of land located with the boundaries of Sequoyah County Rural Water District #4, hereby makes application to the District for one Benefit Unit with Water Service:

ALL FIELDS ARE REQUIRED TO BE COMPLETED - PLEASE PRINT

LOCATION & CURRENT OWNER INFORMATION:			
APPLICATION DATE:	PURCHASE DATE:	CURRENT OWNER NAME, MAILING ADDRESS & PHONE #:	
SERVICE ADDRESS / LOCATION / DIRECTIONS:			ACCOUNT #:
TYPE OF SERVICE: Single Family Residential Duplex Agricultural (Beef Cattle, Equine or Landscape Irrigation) Commercial or Multi-Family			TRANSFER FEE: \$ _____
NEW OWNER / PRIMARY APPLICANT INFORMATION			
NAME:			
MAIL ADDRESS: _____ City, State, Zip: _____			
HOME PHONE:	CELL PHONE:	EMAIL ADDRESS:	
EMPLOYER:		EMPLOYER ADDRESS:	EMPLOYER PHONE:
CO-APPLICANT INFORMATION			
NAME:			RELATIONSHIP:
HOME PHONE:	CELL PHONE:	EMAIL ADDRESS:	
EMPLOYER:		EMPLOYER ADDRESS:	EMPLOYER PHONE:
BUSINESS INFORMATION (if applicable)			
BUSINESS NAME:			TYPE OF BUSINESS:
ACCOUNTS PAYABLE / BILLING CONTACT (if applicable):			TITLE:
MAIL ADDRESS: _____ City, State, Zip: _____			
BUSINESS PHONE:	BUSINESS FAX:	EMAIL ADDRESS:	
Have applicant or co-applicant previously had service with District #4? YES NO		If yes, please provide name on account, service address / location & dates of service:	

TO TRANSFER AN ACTIVE MEMBERSHIP & WATER SERVICE TO A NEW OWNER, THE FOLLOWING INFORMATION MUST BE PROVIDED WITH THIS APPLICATION:

- Copy of Deed (if buying on a lease with option to purchase contract, please complete the **APPLICATION FOR TENANT WATER SERVICE**)
- Copy of state issued driver's license or identification card of owner / responsible party
- Payment of \$50.00 non-refundable transfer fee
- Completed **Water User Agreement**

THE UNDERSIGNED APPLICANT(S) AGREES TO THE FOLLOWING CONDITIONS:

1. The **Membership Transfer Fee** is a non-refundable fee. **Membership and Water Service Transfer** applications are subject to review and must be approved by the Board of Directors prior to installation.
2. The water service supplied by the District is for the designated **Benefit Unit only**. A **Benefit Unit** is defined as:
 - a. **Residential Benefit Unit:** Water service provided to a single family or duplex family living unit only.
 - b. **Agricultural Benefit Unit:** Water service provided to a beef cattle or equine farming operation or for landscape irrigation only.
 - c. **Multi-Family Benefit Unit:** Water service provided to a residential unit consisting of three or more family living units only.
 - d. **Commercial Benefit Unit:** Water service provided to a **Benefit Unit** used solely for business activities not otherwise defined as a Residential, Agricultural, or Multi-Family Benefit Unit.
3. The undersigned agrees that he will not extend or permit the extension of pipes for the purpose of transferring water from one **Benefit Unit** or property to another nor will he add any additional **Benefit Unit Type** to the existing property. Any change or addition to the existing **Benefit Unit without a new application for membership** will cause **Immediate Revocation** of the existing membership and water service including removal of the water meter, additional fines and fees assessed for unauthorized usage, and finalization of the account with all charges pending due immediately.
4. Any charges outstanding on an account after the 10th of the month will be subject to a late fee. Any payment returned by a financial institution for any reason will be subject to a return payment fee.
5. Every consumer, whether owner or tenant, shall keep the District advised of the consumer's correct mailing address. Failure of the District to submit service bills or failure of any consumer to receive service bills shall not be a valid excuse for failure to pay the bills when due.
6. Service will be subject to disconnection for past due balances on or after the next meter reading date. Additional fees will apply for service that has been disconnected. Unpaid accounts will be subject to **Revocation**.
7. In the event of **Revocation** of the **Membership and Water Service**, the consumer will be required to apply for a new membership. In the event the **Benefit Unit Type** has changed or additional **Benefit Units** have been added to the property, the consumer will be responsible for applying for a new membership for **EACH Benefit Unit**.
8. Representatives of the District shall have the right at all times to enter upon the consumer's property to read, test, inspect, repair and / or remove meters, piping or any other District equipment.
9. The **Laws of the State of Oklahoma**, the **Bylaws**, the **Rules and Regulations**, and the **Schedule of Rates and Fees** of the District, as presently existing, and as may be amended from time to time, are made a part of this agreement as though fully set out herein.

APPLICANT SIGNATURE

CO-APPLICANT SIGNATURE

To be completed by District:

Water User Agreement Received: _____ Right-of-way Easement Received: _____ Perc Test / Septic Certificate Received: _____

Warranty Deed Received: _____ Date Approved: _____

Meter ID: _____ Meter Reading: _____ Book / Sequence: _____ Location ID: _____