



VILLAGE OF ALMONT- SERVICE REQUEST FORM

817 N. Main St. Almont, MI 48003 Office Hours: Monday-Thursday 7:00am-5:00pm

Phone: 810-798-8528

Email: ppardo@almontvillage.org

Customer information:

Date of Request: _____

Name: _____

Phone: _____

Service Address: _____

Email: _____

Billing Address: _____

PO Box: _____

State: _____

Zip Code: _____

Please check one: ___ New ___ Existing ___ Owner ___ Renter

Please select the service you require: Effective Date: _____

- Final Read (24 hour notice required) Water Shut off (25.00 fee) Water Turn on (25.00 fee)
- Pull Meter (100.00 fee) Reinstall Meter (100.00 fee) Enroll for paperless billing
- Change Billing Address Change Email Address Un-enroll from paperless

EMAIL ADDRESS IS REQUIRED FOR FINAL WATER BILL. PAYMENT FOR FINAL WATER BILL IS DUE WITHIN TEN DAYS

If Final read, please provide:

Name of New Occupant: _____ New Occupant Telephone # _____

Change Billing address: _____

Change Email address: _____

Signature of Requestor/owner: _____ Date: _____

Please read and acknowledge this important information regarding your email delivery method.

Terms and Conditions: By completing this enrollment form, you are choosing to receive your Village of Almont Utility Bill electronically and will not be receiving a bill by mail. You have the right to withdraw your consent at any time by emailing a copy of this form to the Utility Billing Clerk. Once enrolled in the electronic e-bill program, you are responsible for ensuring receipt of email. The Village of Almont will email your statement to the address you provide and if you fail to receive it, you are responsible for all charges on the account by the due date. To ensure that we are able to provide you with accurate billing information, **you must update us with any changes to your email account.**

Email Address : _____

Signature: _____ Date: _____