

# Town of Palmyra Waterworks

765 Main St NE, PO Box 332

Palmyra, In 47164

812-364-6106 office, 812-364-1297 fax

[utilityclerk@townofpalmyra.com](mailto:utilityclerk@townofpalmyra.com)

---

## New Account Contract

Please mail, e-mail, fax, or bring this form to the Town of Palmyra office.

Please include a photocopy of your Driver's License or photo ID, and proof of ownership/rental agreement

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Service Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone #1: \_\_\_\_\_ Phone # 2: \_\_\_\_\_ Other Phone #: \_\_\_\_\_

I am the: \_\_\_\_\_ Property Owner \_\_\_\_\_ Renter

Name of Property Owner: \_\_\_\_\_ Owner's Phone #: \_\_\_\_\_

I hereby agree to contract with the Town of Palmyra for Utility Services and agree to pay for same in accordance with the established Schedule of Rates and Charges, and Water & Sewer Policy. I agree to pay the minimum monthly charges regardless of water, sewer, or trash used, if the account is active. I am aware it is my responsibility to inform the water department at least 3 days before I plan to move from this address and to give them my forwarding address and new phone number. I am aware that I cannot open another account with the Palmyra Water Department if I owe a balance on any account with my name on it. I understand if my bill is not paid by the 17<sup>th</sup> of the month, I will be charged a late penalty on the 18<sup>th</sup>, and water service is subject to being disconnected if not paid before the 5<sup>th</sup> of the following month. A \$75.00 re-connect fee will also be charged if my water is turned off. I am aware that I will be assessed a \$33.00 NSF fee due to any item that is returned due to insufficient funds, closed account, frozen account, or uncollected funds.

Property Owner/Renter #1 \_\_\_\_\_ Date \_\_\_\_\_

Property Owner/Renter #2 \_\_\_\_\_ Date \_\_\_\_\_

In the event of an emergency concerning your Water and/or Wastewater service,  
Please provide us with the following emergency contact information.

Emergency Contact: Name \_\_\_\_\_ Phone Number \_\_\_\_\_