



Water Service Application
715 Railroad Street, Downs, KS 67437
(785) 454-6622; fax (785) 454-6246
cityclerk@cityofdowns.com

Office Use Only:
Account # _____
Fee \$75.00 Paid yes/no
Date Entered: _____

Applicant

Resident or Business Name

Phone Number

Service Street Address

Mailing Address (if different)

Email Address

Driver's License Number

Social Security Number / EIN

Employer

Co-Tenant/Other Responsible Party

Name

Phone Number

Landlord (if applicable)

Phone Number

A \$75.00 non-refundable connection fee is due before services can be started.

Sign up for Frontdesk by going to our website www.downsksfrentdeskworks.com Create your own account to set up automatic payments e-bills, and keep track of your utility usage.

Start date of service requested

Signature of person requesting service

Date

Do you have dogs? Licenses are required annually. Per City code only 4 dogs per residence.

POLICY FOR SERVICE CONNECTION FEES, PAYMENT FOR SERVICES, DELINQUENT ACCOUNTS AND TERMINATION OF SERVICE

The City shall bill account holders on or about the 1st day of each month following the period for which the indebtedness was created and shall be payable on or before the 15th of the month following the period covered in the billing, and if not so paid, shall be delinquent with a \$10 added fee. If not paid, a Shut Off Warning will be hung on the door of the residence on or about the 26th of the month, and service to the residence will be shut off. The bill must be paid in full plus a \$25.00 reconnect fee before water service will be turned back on.