



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

Office Use Only:
Account # _____
Deposit \$ _____
Pay Method: _____
Meter Reading: _____

Name Phone Number

Street Address Mailing Address (if different)

Email Address (Receive bills by email? _____) Driver's License Number (need copy)

Social Security Number Employer

Co-Tenant/Other Responsible Party

Name Phone Number

Landlord (if applicable) Phone Number

Start date of service requested

Signature of person requesting service Date

**A \$145.00 deposit is required for all new customers in city limits before service will be provided
**A \$150.00 deposit is required for all new customers outside city limits before service will be provided

We offer monthly automatic withdraw (ACH) payments or you can pay online on our website's Utility Billing page by going to www.downsks.net

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.