



CITY OF FULSHEAR  
PO BOX 1134 / 6611 W. CROSS CREEK BEND LANE  
FULSHEAR, TX. 77441  
www.fulsheartexas.gov

**Residential/Commercial Utility Service Request Form**

(PLEASE PRINT in Blue or Black Ink)

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date for Service to Begin: \_\_\_\_/\_\_\_\_/\_\_\_\_

**\*\* Application for new water service must be submitted 24 hrs prior to start date. \*\***

Responsible Party Name: \_\_\_\_\_  
Last, First or Commercial Name

Physical/Service Address: \_\_\_\_\_  
Street

Mailing/Billing Address: \_\_\_\_\_  
(If Different Than Above) Street  
City State Zip Code

Primary Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Alternate Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Driver's License #: \_\_\_\_\_ Federal Tax ID # \_\_\_\_\_

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

Property Owner Information: \_\_\_\_\_

\_\_\_\_\_ I am fully aware that there may be water left on or leaks that may cause damage to this address. I will take full (Initial) responsibility for any damages and water usage that may occur to the restoration of my water service.

\_\_\_\_\_ Need Trash/Recycle Carts \_\_\_\_\_ Has Trash/Recycle Carts

**In accordance with the Texas Open Records Act, the City of Fulshear must comply with written request for release of "personal information" regarding utility customer accounts. However, Section 182.052 provides that a government-operated utility may not disclose personal information in a customer's account record if the customer request that the information be kept confidential.**

\_\_\_\_\_ **I give my permission for my account information to be made public.**

\_\_\_\_\_ **I wish for my account information to be kept confidential.**

X \_\_\_\_\_  
Responsible Party Signature

\_\_\_\_\_  
Date

\*Please note: Proof of ownership is required (i.e. title document, warranty deed, signed closing disclosure or signed HUD 1 Settlement Statement) There is a \$100.00 deposit required to activate residential accounts, commercial deposits, \$500.00. A copy of a government issued, photo ID (i.e. TX Driver's License, passport)

\*Customers outside City's corporate limits shall be charged 1 1/2 times that charged to customers located inside the City's corporate limits by City Ordinance No. 05-930, Section 2.16.

**For Office Use Only:**

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ by: \_\_\_\_\_ In Person \_\_\_\_ By Mail/Fax \_\_\_\_

Deposit Amount: \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_ UB Acct # Assigned: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_



## City of Fulshear – Utility Services

6611 W Cross Creek Bend / PO BOX 1134

Fulshear, TX 77441 \* 281-346-8830

### **SERVICE AGREEMENT**

- I. **Purpose:** The City of Fulshear is responsible for protecting the drinking water supply from contamination or pollution which could result from improper plumbing practices. The purpose of this service agreement is to notify each customer of the plumbing restrictions which are in place to provide this protection. The utility enforces these restrictions to ensure the public health and welfare. Each customer must sign this agreement before service will begin. In addition, when service to an existing connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this service agreement.
- II. **Plumbing Restrictions:** The following undesirable plumbing practices are prohibited by state regulations.
  - A. No direct-connection between the public drinking water supply and a potential source of contamination is permitted. Potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
  - B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
  - C. No connection which allows water to be returned to the public drinking water supply is permitted.
  - D. No pipe or pipe fitting which contains more than 0.25% lead can be used for the installation or repair of plumbing at any connection which provides water for human use.
  - E. No solder or flux which contains more than 0.2% lead can be used for the installation or repair of plumbing at any connection which provides water for human use.
- III. **Plumbing Restrictions:** The following are the terms of the service agreement between
  - A. The water system will maintain a copy of this service agreement as long as the customer and/or premises are connected to the City's water system.

- B. The customer shall allow their property to be inspected for possible cross-connections, after any major changes to the private plumbing facilities or if any unacceptable plumbing practices exist. These inspections shall be conducted by the City of Fulshear or its designated agent prior to initiating service and periodically thereafter. The inspections shall be conducted during the City's normal business hours.
- C. The City shall notify the customer in writing of any cross-connection or other undesirable plumbing practice which has been identified during the initial inspection or periodic inspections.
- D. The customer shall immediately correct any undesirable plumbing practice on the premises.
- E. The customer shall, at their expense, properly install, test, and maintain any backflow prevention device required by the water system. Copies of all testing and maintenance records shall be provided to the City of Fulshear.

**IV. Enforcement:** If the customer fails to comply with the terms of the service agreement, the City of Fulshear shall, at its option, terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this service agreement shall be billed to the customer.

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Cell Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Customer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Customers outside City's corporate limits shall be charged 1 ½ times that charged to customers located inside the City's corporate limits by City Ordinance No. 05-930, Section 2.16.**



# CITY OF FULSHEAR

Utility Department  
PO Box 1134 / 6611 W Cross Creek Bend Ln.  
Fulshear, Texas 77441  
Phone: 281-346-8830  
[www.fulsheartexas.gov](http://www.fulsheartexas.gov)

## Notification Enrollment Form

The City of Fulshear is pleased to offer a paperless option to its customers. Instead of receiving a paper bill, you can sign up to receive your utility bill electronically via email along with phone notifications.

The Benefits of these notifications are:

- The service is absolutely free (Standard message and date rates may apply)
- You will receive your bill wherever you may be, avoiding a mail delay
- Reminders for when the Bills are due, past due, and cut off.

The notifications will provide the same information that you currently see on your existing utility bill. Remember, if your email address changes, it is your responsibility to notify the City of your new email address.

Text for Billing Notices Y / N

Email for Billing Notices Y / N

\*\*Please check print box if you would like to receive both printed and email billing\*\* ☐

Account Holders Name: \_\_\_\_\_

Account #: \_\_\_\_\_

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

Phone number: \_\_\_\_\_

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**\*\* Important Information:** Regardless of receipt of notifications, you must pay your bill by the designated due date. Non receipt of a notification does not alter due dates, late fees or other fees associated with non-payment of your utility bill. If you do not receive your Ebill, it is possible that your spam filter may be deleting the file.

\*Customers outside City's corporate limits shall be charged 1 ½ times that charged to customers located inside the City's corporate limits by City Ordinance No. 05-930, Section 2.16.

# Required Attachments

**REQUIRED FOR SERVICE:** Please attach the following:

1. A valid government-issued photo ID
2. If purchasing the home: Signed Settlement Statement - first page and signature page

--Or--

If leasing a home: Signed Lease Agreement - first page and signature page

Plus, **if you want to set up auto pay** (optional), then include the next page to authorize an "Automated Bank Draft."

**Email this document and the required attachments** to:

**utilityservices@fulsheartexas.gov**

NOTE: A deposit will be applied to your first month's bill of \$100

QUESTIONS? Call 281-346-8830



# CITY OF FULSHEAR

## Automated Bank Draft

- The City of Fulshear's Automated Bank Draft is easy and convenient. No more monthly check writing.
- We will draft the net amount due from your bank account on the 24<sup>th</sup> day of the month and mail you a courtesy copy of your utility bill for your records.
- Following these easy steps:
  1. Complete, sign, and return the attached authorization agreement authorizing the City of Fulshear to draft your bank account for utility services.
  2. **Attach a voided or canceled check from the bank shown on the authorization (deposit slip not accepted).**
  3. **If you choose to set up ACH payments, please do not set up payments online. This will automatically cancel your ACH payments.**

I authorize the City of Fulshear to begin deductions from my account named below in the amount of my monthly utility bill. I understand that I may discontinue enrollment in the automated bank draft at any time by sending my request in writing to the City of Fulshear Utility Services Department. As an automated bank draft customer, I will continue receiving my monthly payment statement for review only. I understand that my financial institution and the City of Fulshear have the right to terminate this bank draft or my participation therein. I also understand that the City of Fulshear will not reimburse me for any fees charged by the bank for stop payments, non-sufficient funds, etc. Accounts are drafted on the 24<sup>th</sup> day of every month, except on weekends and holidays, when the accounts will be drafted the following business day.

Utility Services Account Holder's Name: \_\_\_\_\_

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

City/Zip: \_\_\_\_\_ Utility Services Account Number: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

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

Financial Institution Name: \_\_\_\_\_

Account Number: \_\_\_\_\_ Routing # \_\_\_\_\_

Type of Account: ☐ Savings ☐ Checking

Name(s) As Appear on Bank Account: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Include a voided or canceled check from the above account.**

Email the form to [utilityservices@fulsheartexas.gov](mailto:utilityservices@fulsheartexas.gov)