



**UTILITY CUSTOMER SERVICE**

142 N. Ohio Street  
Celina, Texas 75009  
(972) 382-3345  
Email: [UB@celina-tx.gov](mailto:UB@celina-tx.gov)  
Website: <https://celina-tx.gov>

**APPLICATION TO TRANSFER UTILITY SERVICE**

Submit the completed form along with a copy of an active Lease or Purchase Agreement (Signature Page only) for the address service is being requested. Request can be made in person, by mail, or via email. Please allow two weeks if submitted by mail.

Home Phone# \_\_\_\_\_ Cell Phone# \_\_\_\_\_ Email # \_\_\_\_\_

FINAL SERVICE DATE: \_\_\_\_\_

START SERVICE DATE: \_\_\_\_\_

**PREVIOUS ACCOUNT INFORMATION**

**NEW ACCOUNT INFORMATION**

ACCT # \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

ACCT # \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Name: \_\_\_\_\_  
(Last/First – Responsible Individual)

Name: \_\_\_\_\_  
(Last/First – Responsible Individual)

PREVIOUS Address: \_\_\_\_\_  
\_\_\_\_\_, Texas  
(City / State / Zip)

NEW Address: \_\_\_\_\_  
(Street # / Street Name / Apt #)  
\_\_\_\_\_, Texas  
(City / State / Zip)

*\*A Non-Refundable Transfer Fee of \$25 for all new account will be on the customer's first bill. All past due balance on the previous account must be paid in full before new service is started.*

*\*\*All accounts are required to pay a \$200 SECURITY DEPOSIT. If a customer is transferring from one residence to another WITHIN 5 BUSINESS DAYS, the previous security deposit will be applied to the new address and any remaining balance due to make up the \$200 will need to be paid in full before services starts. Customers requesting a transfer AFTER 5 BUSINESS DAYS will be required to pay the full \$200 security within 24 hours before service begins. Security deposits are automatically applied to the last bill after six business days of terminated services and any remaining balance is refunded to the customer.*

**BILLING ADDRESS**, if different from New Service

Name: \_\_\_\_\_  
(Last/First– Responsible Individual)  
Address: \_\_\_\_\_  
(Street # / Street Name / Apt #)  
\_\_\_\_\_  
(City / State / ZIP)

All information submitted to the municipal government entitie(s) is subject to the Texas Public Information Act. This Act states that your utility information is subject to open records request by third party entities, unless otherwise noted. Please indicate if you would like your utility billing information to be available for such requests.

- Yes, my utility information may be released for public information requests.
- No, my utility information is to be withheld from Public information requests.

**By signing below, I have read and agree to the terms and conditions of the service agreement provided herein.**

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
(Signature)

## **I. PURPOSE**

The City of Celina is responsible for protecting the drinking water supply from contamination or pollution which could result from improper private water distribution system, construction or configuration. The purpose of this service agreement is to notify each customer of the restrictions that are in place to provide this protection. The utility providers are enforcing these restrictions to ensure public safety and their welfare. Each applicant must sign this agreement before the City of Celina will provide services. In addition to new connections, the water system will not be re-established unless it has a signed copy of this agreement.

## **II. RESTRICTIONS**

The following practices are prohibited by State of Texas regulations that govern production and distribution of drinking water to the public:

- A. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by air gap or an appropriate backflow device.
- B. No cross-connection between public drinking water supply and 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 that allows water to be returned to the public drinking water supply is permitted.
- D. No pipes or pipe fittings that contain more than 8% lead shall be used for the installation or repair of plumbing at any connection that provides water for human consumption.
- E. No solder or flux that contains more than .2% lead shall be used for the installation or repair of plumbing at any connection that provides water for human consumption.

## **III. TERMS OF SERVICE**

The City of Celina's administrator will maintain a copy of this agreement as long as the customer is connected to the water system.

- A. The customer shall allow his/her property to be inspected for possible cross connections to another potential contaminating or hazardous source of water or any major changes to the private water distribution system. These inspections shall be conducted during normal business hours by the City of Celina's authorized personnel or their designee prior to initiating new water service.
- B. The City of Celina shall notify the customer in writing of any cross connection or other potential contamination hazard that has been identified during an initial inspection or the periodic inspection.
- C. The customer shall immediately remove or adequately isolate any potential cross connections or other contamination hazards on his/her premises.
- D. The customer shall, at his/her expense, properly install, test and maintain any backflow prevention device required by the City of Celina. Copies of all water testing and maintenance records shall be provided to the City of Celina's administrator.

## **IV. ENFORCEMENT**

If the customer fails to comply with the terms and conditions of this service agreement, the City of Celina retains the right to terminate the services or properly install, test and maintain an appropriate backflow prevention device at the service connection time. Any expenses associated with the enforcement of this agreement shall be paid by the customer.