

**City of Greencastle**  
City Hall  
One North Locust Street, P.O. Box 288  
Greencastle, Indiana 46135  
Utility Office, 765-653-2638

For assistance with this form call:  
765-653-2638

**UTILITY SERVICE  
RESIDENTIAL APPLICATION FOR WATER, SEWER & TRASH SERVICE**

***To be completed by resident requesting service:***

Name (Last, First, Middle): \_\_\_\_\_

Name of Co-Resident (Last, First, Middle): \_\_\_\_\_

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

E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of a Relative Not Living with You: \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Relative: \_\_\_\_\_

Your Place of Employment: \_\_\_\_\_ Phone: \_\_\_\_\_

Your Employer's Address: \_\_\_\_\_

Co-Resident Place of Employment: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you been a City utility customer previously? Yes:      No:

If yes, at what address? \_\_\_\_\_

By signing this application, I hereby agree to abide by the provisions contained in Chapter 9 of the Greencastle City Code and all other federal, state, and local laws, rules, and procedures with regard to utility service including use and payment. I understand that if payment is not made in a timely manner, utility services may be disconnected and unpaid amounts may result in a lien against the property and legal action, including the collection of amounts due, court costs, and attorney fees.

I state that the above information is true and correct and that I am authorized to establish service.

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

Establishment of water, sanitary sewer, and trash service requires the following minimum deposits:

Water Deposit: \$100.00      Sanitary Sewer Deposit: \$50.00      Trash Deposit: \$25.00

***Complete the following if you are renting your home or apartment:***

Your landlord/property owner is required to grant approval to establish utility services with the City. To establish utility service, tenants must also submit a "Landlord/Property Owner Approval of Establishment of Utility Service" form.

Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Landlord Address (Street, City, State, Zip): \_\_\_\_\_

***New Construction:*** The construction of a new residence may require tap fees to be paid. Contact the Utility Office for additional information and fee schedules.

**Return completed form to the Greencastle Utility Office at address above.**

For Office Use: Deposit Paid:      Check No.: \_\_\_\_\_ Credit Card:      Paid Date: \_\_\_\_\_

Account Number: \_\_\_\_\_ Work Order Date: \_\_\_\_\_