



Service Application Request

City of Port Orange

1000 City Center Circle Port Orange FL 32129

Phone: 386-506-5720 Fax: 386-756-5226

Email: customerservice@port-orange.org

The following items are required to establish service: Check those that apply.

- Photo Identification
- Owners: Ownership documentation (deed) – **After closing, or if you are the owner of record.**
- Renters: Valid Lease signed by owner or property manager, **no more than 7 days in advance.**
- Agent: Management Agreement
- A W9 is required for requests in a business name. *Articles of Incorporation for non-Florida businesses.*
- Deposit requirements are based on the number & size of meters at the property. Deposit: _____
- *There is a \$40.00 Service Charge for all new accounts or reconnection of service.*

Effective Date: _____

Service Address: _____

Contact Information: Have you ever had service with the City of Port Orange before? ___ Yes ___ No

Name on Account: _____

Mailing Address: _____

City/State/Zip _____

Phone: _____ Email: _____

Bill Presentment: Email Monthly Bill: _____ Paper Month Bill: _____

Driver's License #: _____ Federal Tax I.D. _____

Reclaim Water Customers Only: I agree to restrict use of reclaim water for the purposes described in the City's policies. I agree that the City will not be held liable for damages that may occur to vegetation, for damages which may occur from the use of reclaimed water for the purposes not included in the cities' polices, or for damages which may occur from failure to follow the procedures of service installation, operation or management. (please initial) _____

- AVOID HIGH WATER BILLS by signing up for **AQUAHAWK** at portfl.aquahawk.us/login Yes, sign me up
- *Eligibility depending on your address.* **How would you like to be notified by: Phone, Text, or Email?**

Payments: A \$10.00 penalty shall be assessed on all bills paid later than ten (10) days from the due date. If not paid after twenty (20) days from the due date, utility service will be discontinued without notice. Services shall not be reconnected until the amount owed is **paid in full** to the city, and a reconnection fee of \$40.00 will be charged. *If same day water service is desired after 3pm, an additional after-hours service charge of \$40.00 is accessed.* Per Ordinance 18-26 and Resolution 17-21.

Signature of Applicant: _____ **Today's Date:** _____

- **Garbage Service/Questions:** Please call 386-506-5575 or 386-492-8855
The city does not provide garbage cans. But need a recycling bin? Pick them up at 407 Virginia Ave.
 - Do you have an animal? New Residents have 60 days to register their pets with the city.
- Animal License Tags:** ALL pets in the City of Port Orange are required to be licensed and vaccinated against rabies.