

Village of Glendale Heights  
300 Civic Center Plaza  
Glendale Heights, IL 60139  
Water Billing Division (630) 260-6010

**WATER DEPOSIT APPLICATION**  
(Deposit of \$75.00 Required with Completed Application)  
Return Payment and Application to the above address.

Service Address \_\_\_\_\_ New Phone Number \_\_\_\_\_

I hereby make application to the Village of Glendale Heights for water to be supplied to the premises listed above.

Name of Applicant \_\_\_\_\_ Date Occupied \_\_\_\_\_

Former Address \_\_\_\_\_

Billing Address \_\_\_\_\_

(If different from Service Address)

Employer's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

Are you the owner of the property for which the deposit is being made? YES \_\_\_\_\_ NO \_\_\_\_\_

If NO, the owner's information MUST BE COMPLETED

Owner's Name \_\_\_\_\_

Address \_\_\_\_\_ Apartment Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

The undersigned hereby accept liability for all charges for the Water Service and any other charges in connection thereof for the above mentioned premises UNTIL A FINAL WATER METER READING HAS BEEN CALLED IN AND PAID IN FULL.

Signed \_\_\_\_\_

**For Rental Property Only: This section must be signed by the property owner**

I \_\_\_\_\_, as owner of the above mentioned property, shall be jointly and severally liable to pay for water and sewer services provided by the Village. In the event the occupant-tenant fails to pay the Village for outstanding debt related to water and sewer services, the owner of the property is responsible for such debt per Village Code 9-2B-5.

Also, as owner of the above mentioned rental property, it is necessary to contact the Department of Community Development at (630) 260-6030 to obtain a license and inspection per Village Code 10-14A-2 which states it shall be unlawful for any person to occupy a residential rental property, or for any owner or property agent to allow anyone to occupy a residential rental property which is not currently licensed.

Signature of Owner (REQUIRED) \_\_\_\_\_ Date \_\_\_\_\_

(This section to be completed by Water Billing)

Amount Paid \_\_\_\_\_ Date Paid \_\_\_\_\_ Received By \_\_\_\_\_