



INSTRUCTIONS FOR UTILITY SERVICES

To establish a water, sewer or trash account with the city of Buckeye, please complete the attached Application for Utility Services, and mail, along with the required fees, to the city of Buckeye, 530 E. Monroe Ave. Buckeye, AZ 85326. Or, you can email the forms to utilitybilling@buckeyeaz.gov and a Customer Care representative will connect with you to complete the process. To request an application by mail, please contact the Utility Billing Department by calling 623-349-6100.

We are only able to process completed applications. Please double check your application to ensure all the information required is filled out completely.

To process your application, the following information is required:

1. Two forms of government-issued ID, (such as a driver's license, social security card, etc.) One of the IDs must be a photo ID. Business accounts can use Tax ID number.
2. If you're paying by credit or debit card, you must be the cardholder and have the card number, CCV number, expiration date and card billing address readily available.
3. Homeowners - please submit the name, address and phone number of your title company.
4. Renters - Please submit all pages of your current lease agreement.
5. Property management companies - Please submit all pages of the current property management agreement.
6. Realtors - Please submit a copy of the Listing Agreement and Tax ID number.
7. All documents must be received and the application completed in its entirety prior to the establishment of the utility account.

Service Transfers

If you need to transfer your account within Buckeye's service area, you will need to complete **two forms**. First is the Termination Request Form for the property being vacated and a new Application for Utility Services is needed for your new service location.

Terminate Service

To stop service, please notify the city of Buckeye in writing by submitting the Termination Request Form. Please submit this form to 530 E. Monroe Ave., Buckeye, AZ 85326 or via email to utilitybilling@buckeyeaz.gov.

Please note that you are responsible for all services (water, sewer or trash) until we receive and process a Termination Request Form.

530 E MONROE AVE
BUCKEYE AZ 85326
(623) 349-6100



MONDAY – THURSDAY
7:00 AM – 6:00 PM
UTILITYBILLING@BUCKEYEAZ.GOV

APPLICATION FOR UTILITY SERVICES

APPLICANT INFORMATION:

APPLICANT # 1 (LAST NAME, FIRST)	APPLICANT # 2 (LAST NAME, FIRST)
NAME:	NAME:
DOB:	DOB:
SSN/TAX ID:	SSN/TAX ID:
DL/ID:	DL/ID:
PHONE #:	PHONE #:
EMAIL:	VERBAL PASSWORD:

*WE REQUIRE COPY OF GOVERNMENT ISSUED PHOTO ID

**DEPOSIT AMOUNTS: WATER \$125, SEWER \$75, TRASH \$30

*** FOR ONLINE APPLICATIONS: A REPRESENTATIVE WILL CALL YOU TO COLLECT PAYMENT FOR YOUR DEPOSIT

TODAYS DATE:	CONNECT DATE (MON-THU):
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ARE YOU? (MARK ONE) OWNER TENANT PROPERTY MANAGEMENT

PROPERTY ADDRESS:	
MAILING ADDRES:	
SUBDIVISION:	

REQUIRED INFORMATION FROM: OWNER: TITLE COMPANY / TENANT: LANDLORD / PROPERTY MANAGEMENT

NAME:	
ADDRESS:	
PHONE #:	

NOTE: A LEASE AGREEMENT MAY BE REQUIRED

VACATION HOLD	START DATE:	END DATE:
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FOR WATER CUSTOMERS: To proceed with the service connection, the premises must be ready for service. The City of Buckeye assumes no liability for property damage which may occur as a result of uncontrolled water flow beyond the meter due to open valves, plumbing leaks, fixtures or appliances.

FOR ALL CUSTOMERS: By submitting this application, I/we declare under penalty of perjury under the laws of the State of Arizona that all information is true and correct. I have the lawful authority to activate utility services for the address identified on the submittal; I am accepting all financial responsibility for the utilities account, and I agree that I will remain financially responsible for the utility account until I submit the Termination Request Form signed by me to the Buckeye Utility Billing Department and the account has been paid in full. I acknowledge I have received a copy of the credit policies, fees, deposits and other information related to City of Buckeye Utility Accounts.

SIGNATURE OF APPLICANT #1

SIGNATURE OF APPLICANT #2

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OFFICE USE ONLY:	ACCOUNT #:
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530 E MONROE AVE
BUCKEYE AZ 85326
(623) 349-6100



MONDAY – THURSDAY
7:00 AM – 6:00 PM
UTILITYBILLING@BUCKEYEAZ.GOV

TERMINATION FORM

Your requested Disconnect Date cannot be prior to Today's Date. Must be a minimum of 2 working days after the date received in our office

TODAYS DATE:

DISCONNECT DATE(MON-THU):

PROPERTY INFORMATION:

PROPERTY ADDRESS:

CUSTOMER INFORMATION:

CUSTOMER # 1 (LAST NAME, FIRST)	CUSTOMER # 2 (LAST NAME, FIRST)
NAME:	NAME:
DOB:	DOB:
SSN/TAX ID:	SSN/TAX ID:
DL/ID:	DL/ID:
PHONE #:	PHONE #:

REQUIRED INFORMATION:

FORWARDING MAILING ADDRESS:

I/we declare under penalty of perjury under the laws of the State of Arizona that all information is true and correct. I have the lawful authority to disconnect utility services for the address identified on the submittal; I am accepting all financial responsibility for the utilities account, and I agree that I will remain financially responsible for the utility account until it has been paid in full.

SIGNATURE OF CUSTOMER #1

SIGNATURE OF CUSTOMER #2

OFFICE USE ONLY:

ACCOUNT #: