



The City of

Alliance, OHIO, 44601-2415

"The Carnation City"

504 EAST MAIN STREET

Water Billing Office: 330-823-3126
Fax: 330-829-2175

RE: Application for Water Service

Completely fill out the attached forms and mail the original, **notarized** forms to the following address.

Fax and email submissions will not be accepted.

Alliance Water Utility
504 E. Main St.
Alliance, OH 44601

Instructions for the attached forms are as follows:

- If you have just purchased the property, we require a copy of the closing disclosure which states your name as the new owner and the address purchased.
- A copy of the owner's drivers license.
- A copy of the tenant/lessee drivers license.
- **Application for Water Service:**
 - Please note that the Application for Water Service ***must be signed and notarized*** before returning it to our office.
 - If you intend on renting this property, both the top and bottom of the application ***must be signed and notarized*** by the owner to allow the tenant/lessee to receive the bill directly.
 - The tenant/lessee portion must be signed and notarized in order to complete the application
- **Backflow Prevention Determination and 30-Day Installation Notice (PDF):**
 - Please answer the questions, to the best of your knowledge, concerning the property service address.
 - Sign and return 1 copy of the questionnaire with the **Application for Water Service**.
 - Please review the List of Approved Backflow Testers.
- **Conditions Governing Water Service:**
 - One copy of the Conditions Governing Water Service is yours to keep. The other needs to be signed and returned to our office with the **Application for Water Service**.
 - Please retain a copy of the Conditions Governing Water/Sewer/Trash Service for your records.

If you have any questions, please do not hesitate to give us a call.

Thank you for your time in this matter.

Sincerely,

City of Alliance
Water Department