

Application for Seasonal Utility Billing

Village of Brooklyn
 121 N Main
 PO Box 90
 Brooklyn MI 49230-0090
 (517) 592-2591 (phone)
 (517) 592-2277 (fax)

Residents of the Village water and/or sewer system may request their accounts to be placed on Maintenance Service **if the property will be UNOCCUPIED for a period of 3 (three) or more months.** There is a \$10 processing fee for this change. During the time the property is unoccupied, monthly charges will be as follows:

Water: \$18.75 per month
 Sewer: \$28.50 per month

Residents must notify the Village within 10 days of their return to occupancy or be subject to an additional \$25 processing fee as well as applicable user fees. User fees are not pro-rated.

Applicant	
Property Address	
Account Number	
Departure Date	
Resumption of Service Date	
Vacation/Temporary Address Send bills to this address: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Vacation/Temporary Phone	
Local Contact (Name/Phone)	

I certify the above property will remain UNOCCUPIED for the period specified. I understand that if the property has water usage from the meter reads that I will be subject to the regular charges as well as a \$25.00 penalty.

Date of Application _____

Signature of Applicant

Amount paid with application:

- \$10 Processing Fee
- WILL NEED TO MAIL BILL FOR LAST MONTH OF REGULAR USAGE
- _____ months @ \$18.75 (water) = \$ _____
- _____ months @ \$28.50 (sewer) = \$ _____

TOTAL PAID \$ _____ Check # _____ Cash _____

Internal Use:	
Master Account Reduced Rate on _____	_____
Date	By
Master Account Resumed Regular Rate on _____	_____
Date	By