



# CITY OF DAYTON UTILITIES CHECKLIST

## **NEW CONSTRUCTION**

- ✓ 911 Assigned Address
- ✓ ID Card
- ✓ Social Security Card or Number
- ✓ Completed Application (Found Online)
- ✓ Fees to be paid

## **Transfers/Connect Service**

- ✓ Warranty Deed/ Lease
- ✓ ID Card
- ✓ Social Security Card or Number
- ✓ Completed Application (Found Online)
- ✓ Fees to be paid

## **Disconnects**

- ✓ ID Card

**CITY OF DAYTON  
ELECTRIC & WATER DEPARTMENT  
UTILITY ACCOUNTS BILLING OFFICE**

PO BOX 226, 400 MAIN STREET, DAYTON, TENNESSEE 37321  
(423) 775-1817 FAX: (423) 775-8435

---

Check one: Applying for service: \_\_\_\_\_ Shutting off existing service: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

SS# or Tax ID #: \_\_\_\_\_ DL State & #: \_\_\_\_\_

Phone #: \_\_\_\_\_ Employer: \_\_\_\_\_

Mailing Address for Bill: \_\_\_\_\_

Date Requested for Service to be turned on or off: \_\_\_\_\_

Residential: Rent? \_\_\_\_\_ Own? \_\_\_\_\_ Rent from: \_\_\_\_\_

Directions/Info: \_\_\_\_\_

- 
- (1) RATE: The rate for rewire shall be determined by City Ordinance.  
(2) LIMIT OF LIABILITY: The City's Liability is limited by the ordinance of the City and therefore Title 13 of the Dayton Municipal Code is incorporated into this application as if copied verbatim herein and any amendments made hereafter shall be considered part of this application. A copy of the ordinance is available at the City Recorder's office at the Dayton Municipal Building in Dayton, Tennessee.

In consideration of your extending credit on the above account, and based upon the foregoing information submitted by me, I agree to pay all charges against said account promptly. Should default occur, I agree to pay a late charge of one and one-half percent (1.5%) per month on the unpaid balance. I further agree that if this account is placed for collection, I agree to pay all collection charges, including but not limited to prejudgment interest, court costs and attorney fees.

Electric Deposit Amount Paid: \$ \_\_\_\_\_

Water Deposit Amount Paid: \$ \_\_\_\_\_

Water Tap Fee Paid: \$ \_\_\_\_\_

Sewer Tap Fee Paid: \$ \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*Please enclose a copy of picture ID when applying for new service by mail or fax.**

# CITY OF DAYTON UTILITY SAFETY



## Keeping Your Pet Safe

Every day our meter readers and service technicians enter customer's yards to read water and electric meters or pump septic tanks, as well as to perform routine maintenance. This routine part of their job can become dangerous when pet owners leave their dogs loose. Even the most friendly dog can become aggressive when protecting their owners and their home. That is why City of Dayton requests that you securely confine your dog in an area that safely separates your pet from our employees on meter reading days and during service calls to your home. Please provide us with a safe path to the water and electric meters and septic tank and do not secure your dog to the meter or in the meter or septic tank area. Please contact our office with any concerns you may have or to provide our office with information regarding your pet.

## Identifying City of Dayton Personnel

City of Dayton Utilities personnel carry department issued I.D. badges, which can be shown upon request. You should never let anyone enter your home/property without official City of Dayton identification. Our service trucks have decals on the doors with the City seal and department or department logo.

City of Dayton Utilities employees in the field are not authorized to accept payments, and should never ask for payment or any type of gratuity.

## Meter Access

Our meter readers read your water and electric meters every month. However, in order to read your meter, they must first be able to get to it. Dogs, locked gates, overgrown shrubs, and other obstacles can keep our meter readers from reading your meter. Please remove bushes, plants, and shrubs so the meter can be visually inspected and properly maintained for safe operation. If you have a security measure in force, such as a locked gate, you will need to make the necessary arrangements with the City of Dayton so that the Superintendent, or his designee, will be permitted to enter without delay for the purposes of performing specific responsibilities. Do not build a deck over your meter or any other type structure. Please work with us to create a safe and accessible environment for everyone.



## Move Over Law

The next time you see a utility department vehicle working on the side of the road – slow down and give it room. Our workers will appreciate your effort, and Tennessee law requires it. Tennessee's Move Over Law was expanded in 2011 to include utility vehicles. Motorist approaching a utility vehicle with flashing lights are required to move over (if it is safe to do so) or reduce speed. For the safety of our personnel, please follow these simple rules: slow down in construction areas, change lanes or move over when possible, watch for workers, and follow the instructions on the posted construction signs.