

**Please Follow These Three Easy Steps
to complete your application for Water/Sewer Service**

1. All Applicants please complete and sign the application.
2. Return the Application and Required Paperwork by email to billingdepartment@woodlandswater.org
 - a) Owners/Landlords: need to send a copy of the signed Closing Disclosure, Settlement Statement, Warranty Deed, or Tax Statement.
 - b) Tenant: Complete copy of signed Lease. All tenants are required to be applicants.
 - c) Realtor/Management Co.: Copy of agreement with owner
3. After receiving your new account information by email, please pay your deposit and application fee by calling our office and speaking to a representative at 281-367-1271 option 3. (This cannot be paid online or over the automated phone system.)



If you have any questions please call 1-855-h2o-save

RESIDENTIAL WATER AND SEWER SERVICE APPLICATION



2455 Lake Robbins Dr
The Woodlands, TX 77380
Phone: (855) h2o- save
Website address: www.woodlandswater.org
Email: billingdepartment@woodlandswater.org

PLEASE FILL OUT ALL HIGHLIGHTED AREAS IN PRINT

Service Address _____ ZIP _____

Primary Applicant _____ Secondary Applicant _____

Primary Phone # _____ Secondary Ph.# _____

Email Primary: _____ Email Secondary: _____

Please mark all that apply and provide copies of Required Documentation

- Owner - Proof of ownership required. Example - Closing Disclosure, Tax Statements, Settlement Statement - ALL persons listed on proof of ownership must be applicants
Landlord - Allows account to automatically revert to Owner between tenants w/no extra fees
Realtor/Management Company - Copy of agreement with owner required
Tenant - Copy of lease required - All Tenants on lease are required to be applicants

Bill to be sent to:

Service Address [] Email Address []
Other Address: _____

Application Fee: \$35.00

(Non-Refundable)

OWNER DEPOSIT \$125.00

(Also, Landlord and Realtor/Management Deposit)

TENANT DEPOSIT \$200.00

*All deposits are refunded to your account after 13 months of on time payments or applied to your final bill after your service is cancelled.

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3. Pay your deposit and application fee after receiving your New Account information by e-mail. Use the account number provided to pay by calling our office at 281-367-1271 option 3.

Please mark all that apply at this address:

- No. of Toilets _____ Sprinkler System [] Pool [] Autofill on Pool [] Fountain/Pond [] Water Softener/Filtration System []

Applicant(s) requests water and sewer services at the above service address and assumes full responsibility for payment of all charges based on the District's established rates and for continuing compliance with the District's rules, regulations and policies until discontinuance of such services and payment in full of the final bill.

Applicant understands and acknowledges that the District is a governmental agency and public utility engaged in the governmental function of providing public water, sewer and drainage services, and that, by receiving and acting upon this application and by providing or undertaking to provide such services, the District is not undertaking to conclude or enter into a contractual arrangement with Applicant, to establish an open account with Applicant, or to undertake any continuing obligation to Applicant, other than to provide or undertake to provide such governmental services to the premises in accordance with and subject to Applicant's continuing compliance with the District's rules, regulations and policies.

Finally, Applicant understands and acknowledges that: (1) water and sewer service bills will be calculated in accordance with the District's established rate schedules, with water service based on the meter reading of the amount consumed for the period and sewer service based on a calculated return flow of metered water consumption; (2) bills are due and payable upon presentation and payment may be made at the office of the District; (3) a fee will be assessed to your account for all late notices; (4) any reconnect fees, additional deposits, and all past due charges must be paid before any reconnection can be made on accounts disconnected for non-payment; (5) an additional deposit may be required if applicant is late twice in a row or service is disconnected for non-payment; (6) separate water meters and billings, without accompanying sewer charges, are available from the District for irrigation purposes upon Applicant's request, payment of applicable tap fees and water use charges, compliance with the District's rules, regulations and policies, and assumption of responsibility for properly connecting Applicant's irrigation system to such irrigation water meter.

Date Service is to Begin _____

Applicant(s) Signature(s) _____

(All Applicants must sign) Primary Applicant

A Drop Box is available in the parking lot at 2455 Lake Robbins Drive, The Woodlands, TX

Secondary Applicant(s)

To email this form send to billingdepartment@woodlandswater.org