

# Application for Residential Occupancy and Utility Services



Check all that apply:  New Home  Existing Home

I am the:  Agent  Buyer  Seller  Owner  Renter

**Requested Utility  
Start/Stop (circle one)  
Date:** \_\_\_\_\_

200 E. Fourth St  
Wentzville, MO 63385  
(636) 327-5102

Complete all fields— use N/A if not applicable Please Print Legibly

Applicant Name: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_

Applicant Name (2) \_\_\_\_\_ Applicant Phone (2) \_\_\_\_\_

Property Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Current/Previous Wentzville Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Social Security Number \_\_\_\_\_ Birthdate: \_\_\_\_\_ Work Phone \_\_\_\_\_

Stories: \_\_\_\_\_ Square Footage: \_\_\_\_\_ Number of Bedrooms: \_\_\_\_\_ Number of Bathrooms: \_\_\_\_\_

Number of persons occupying this address: \_\_\_\_\_ Adults \_\_\_\_\_ Children

In case of emergency, is anyone at this address on Dialysis? \_\_\_\_\_ Senior Citizen over 62? \_\_\_\_\_

If this property is rented complete the following information or fill in for forwarding address for properties waiting to be sold

Owner Name \_\_\_\_\_ Phone: \_\_\_\_\_

Owner Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City provided Utilities include Water, Sewer and Trash service (**BILLED MONTHLY**). If desired, you may choose additional options beyond regular service. Please refer to the rate form for specific amounts and effective dates. Check all that apply.

Regular trash and recycling  Senior Citizen Discount (62 or over)  Optional Trash Cart

Optional Yard Waste Cart  Optional Yard Waste Pickup  E-Mail Billing

I understand that it is unlawful to occupy these premises without first obtaining an occupancy inspection and verification that the residence will not be overcrowded. The City's residential occupancy inspection does not replace the purchaser's / occupant's own obligation to be satisfied with the premises being purchased/occupied and to undertake private inspections if so desired. The City is not liable for any deficiencies or defects on the premises. No part of these premises shall be used for business purposes without first obtaining a Home Occupation permit from the City Planners office. I understand further that occupancy permits are valid for 3 months from the date issued and an additional occupancy permit will be required should utility service be disrupted for non-payment or interior damage to water lines.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-Mail Address

### Office Use Only

Transfer Deposit

**OCCUPANCY**

Occupancy Paid Date: \_\_\_\_\_

Receipt # \_\_\_\_\_

Check # \_\_\_\_\_

Inspection date: \_\_\_\_\_ Insp: \_\_\_\_\_

Date approved: \_\_\_\_\_

Int: \_\_\_\_\_ OP # \_\_\_\_\_

**UTILITIES**

Deposit Paid Date: \_\_\_\_\_

Receipt # \_\_\_\_\_

Check # \_\_\_\_\_

Account # \_\_\_\_\_

SO# \_\_\_\_\_

Secretary \_\_\_\_\_

**SERVICE FEES**

OCCUPANCY \$ \_\_\_\_\_

WATER DEPOSIT \$ \_\_\_\_\_

ON/OFF FEE \$ \_\_\_\_\_