

**Town of Gaines Water Department**  
Account Number: \_\_\_\_\_  
Water District : \_\_\_\_\_

Please Select: New Meter \$300.00: [ \_\_\_\_ ] New Account-Holder: [ \_\_\_\_ ]

I \_\_\_\_\_ will be responsible for water charges for:  
(Applicant)

Service Address: \_\_\_\_\_ Billing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

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

Owner: \_\_\_\_\_ Owner Phone: \_\_\_\_\_  
(If you are a Tenant)

Owner Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please be advised that if water service is currently not on, there will be a \$75.00 Restoration Fee.*

**For New Meter Purchases/Restoration Fee:**

Amount Paid: \_\_\_\_\_ [Cash \_\_\_\_ Check # \_\_\_\_\_ Money Order # \_\_\_\_ ]

Plumber/Company: \_\_\_\_\_  
*(Plumber will notify Highway & Water Superintendent Ron Mannella at 585-589-5833, 24 hours in advance of picking up the meter.)*

Water charges will be billed quarterly in January, April, July and October. Payments will be accepted at the Town Clerk’s Office during regular business hours. You may also mail payments or use the drop-box to the right of the Town Hall front door.

Payment is due within 15 days or a 10% penalty fee will be imposed. Five days following the due date, a Late Notification will be mailed. Seven days after said notice, service may be terminated on delinquent accounts without further notice.

**IF WATER SERVICE IS INVOLUNTARILY TERMINATED THERE WILL BE A \$75.00 RESTORATION FEE IMPOSED BEFORE SERVICE CAN BE REACTIVATED.**

**To be Completed by Gaines Water Department:**

**New Account:** \_\_\_\_\_

**New Tenant:** \_\_\_\_\_

**Meter Identification Number:** \_\_\_\_\_

**M.X.U. Number:** \_\_\_\_\_

**Water Status:** On [ \_\_\_\_ ] Off[ \_\_\_\_ ]

**Notes:**

**Water Department Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_