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DESIGNEE SERVICE TURN ON

This form is to be completed by a new residential customer if they cannot be present when their meter is turned on. They may designate another person, at least 18 years of age, to be present.

Customer Name _____ Service Address _____

I hereby acknowledge that I must be present at my service address for the purpose of the City of Yukon turning on my water meter. I understand that if I am not able to be present, that I may designate someone over the age of 18 to be present for the turn on. Furthermore, I understand that if no one is present at the address when City of Yukon personnel arrive, the meter will not be turned on and I must contact Utility Billing to re-schedule a turn on time. If there is an apparent leak detected by City of Yukon personnel when they turn on the meter, I understand that the meter will be turned back off so that I may make the repair. I must contact Utility Billing after the repair to schedule a new turn on appointment. Please check:

____ I cannot be present for the turn on and hereby appoint the following individual to be my designee, who is over the age of 18 (Please print their first and last name):

 Signature _____ Phone _____ Date _____

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***This section to be completed by staff only:***

1. **Prior to turn on:** Make contact with designee
2. **After turn on:** Confirm water is on with designee and obtain signature below.

**I hereby confirm that service has been turned on to my satisfaction.**

**Signature \_\_\_\_\_ Date \_\_\_\_\_**

Staff Name \_\_\_\_\_ Completion Date & Time \_\_\_\_\_

**RETURN FORM TO UTILITY BILLING**