

**BERKELEY SPRINGS WATER WORKS**  
271 Wilkes Street- Berkeley Springs, WV 25411  
Phone: 304-258-1290 | Fax: 304-258-2638 / [Bsww@wvdsi.net](mailto:Bsww@wvdsi.net)

**APPLICATION FOR WATER SERVICES**  
**(\$ 75.00 Deposit Required}**

**MUST PROVIDE COPY OF DRIVER'S LICENSE**

( ) Residential ( ) Rent ( ) Commercial ( ) Own

( ) Previous Customer: If so, when: \_\_\_\_\_ ( ) New Customer

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

Co-Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Property Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

If Rental, Property Owners Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Customer's Place of Employment: \_\_\_\_\_

Address of Employer: \_\_\_\_\_ Phone: \_\_\_\_\_

Co-Applicant Place of Employment: \_\_\_\_\_

Address of Employer: \_\_\_\_\_ Phone: \_\_\_\_\_

Emergency Contact Name and Phone Number: \_\_\_\_\_

I (WE) HEREBY AUTHORIZE SERVICE TO BE ESTABLISHED IN MY (OUR) NAME AT THE ABOVE PROPERTY LOCATION AND AGREE TO PAY FOR SERVICE UNTIL DISCONTINUED BY MY (OUR) WRITTEN REQUEST, IN PERSON. I (WE) UNDERSTAND THAT THIS APPLICATION IS SUBJECT TO THE AVAILABILITY OF SERVICE AT THIS LOCATION AND I (WE) HAVE RECEIVED A COPY OF THE CURRENT TARIFF AS WELL AS THE POLICIES OF BERKELEY SPRINGS WATER WORKS.

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

Co-Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

**IT IS YOUR RESPONSIBILITY TO DISCONTINUE SERVICE. IF WE ARE NOT NOTIFIED, MONTHLY BILLING WILL CONTINUE.**

Department Use Only

Deposit Paid: \$ \_\_\_\_\_ Date: \_\_\_\_\_ Account #: \_\_\_\_\_

( ) Metered ( ) Unmetered Meter#: \_\_\_\_\_

CIF Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_ Tap Fee: \$850.00 Date Paid: \_\_\_\_\_

Previous Customer: \_\_\_\_\_ Account #: \_\_\_\_\_

Work Order #: \_\_\_\_\_ Meter Reading: \_\_\_\_\_

New Account Setup by: \_\_\_\_\_