

Required Information to Start Service



Emporia
Kansas

FEES: \$15.00 (Applied to first bill.)

TURNED ON AFTER HOURS: \$50.00

All past dues must be paid prior to starting new service. There is a two-day processing time (no guarantee of date requested).

Service Days: Monday, Wednesday, Thursday, and Friday (with exceptions)

E-mail to: utilities@emporiaks.gov

Fax to: (620) 343-5668

Drop Box: 104 East 5th Street, South Parking Lot

Mail to: Water Department, P.O. BOX 928, Emporia, Kansas 66801

Service Address: _____

Mailing Address: _____

Name (as stated on ID or License): _____

Date of Birth: _____

Phone Number: _____

Social Security # / EIN: _____

License or ID Number: _____ State of Issue: _____ Date to Start Service: _____

Email statements: YES NO Email Address: _____

Bank Draw: YES NO Name of Bank: _____

Aba/ Routing Number: _____ Checking Account Number: _____

Signature _____ Date _____

Do you currently have service? _____ If so, would you like to cancel service? _____

Address to shut off: _____ Date to stop service: _____

Attach copy of driver's license below and a voided check for bank draw.