

BRAINERD PUBLIC UTILITIES
POLICY 2005-8
Adopted 12/06/05

APPLICATION FOR SERVICE

The provision for customers to receive utility service from Brainerd Public Utilities (BPU) shall be contingent upon the customer complying with the following policy requirements. These policy requirements can be amended when deemed necessary in the future.

- All applications for utility service must be completed in full and filed at BPU's business office.
- A new application for service will be required to re-establish a disconnected service.
- A new application for service will be required for any change of residence or business.
- All previously incurred bad debts to BPU must be paid in full or arrangements made (at the discretion of credit/collections rep) before a new application for service will be accepted.
- If renting a residence, the utility service will remain in the landlord's name until BPU has received the tenant's completed application for service, a copy of their driver's license or photo ID, and a copy of the signed rental lease.
- All names listed on lease that are not dependents of main applicant, will be noted on account.
- If there is not any electric and/or water service to the property address, all reconnects fees have to be paid before the service will be restored. Per Policy No. 2003-5, all water meters that are broken and/or frozen will be replaced and charged to the customer, per BPU's fee schedule.

Any customer that does not comply with the above list of requirements, will be considered an unauthorized user of BPU's utility service and subject to immediate disconnection of service without further notice and/or legal action.