Brainerd Public Utilities (BPU)
8027 Highland Scenic Road
PO Box 373
Brainerd, MN 56401
218-829-8726—PHONE
218-829-4703—FAX
bpu@brainerdmn.gov

UTILITY BILLING APPLICATION COMMERCIAL

Please Print Clearly

Today's Date_____/ _____/ 20____

Date to Begin New Service_____/ _____/ 20____

Service Address_____Brainerd, MN 56401 Suite #_____

New Owner_____ Renting_____

If renting:

Landlord's name:_____ Landlord's Telephone # (____)_____

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* Business Name_____

* Federal Id #_____ * Type of business_____

* Owner Last Name_____ * First Name_____ MI_____

* Social Security # _____ * Email _____

* Business Phone # _____ * Cell Phone # _____

* Fax # _____

SALES TAX EXEMPT Yes_____ No_____ If yes, Please provide Certificate of Exemption

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* Has the above business had service with BPU in the last 12 months? Yes_____ No_____

* If Yes, at what address_____

* Do you need the services terminated at this address? Yes_____ No_____

* Date to terminate services at current address: _____/_____/20_____

BILLING INFORMATION

* Billing Party_____ * Phone #_____

* Billing Address_____

* Contact Last name_____ * First Name_____MI_____

Bill Delivery Options: Mail ___ Email ___ Email Address _____ Both ___

(It is the customers responsibility to inform BPU of any changes of their preferred bill/notices delivery option)

SECURITY DEPOSIT

Brainerd Public Utilities requires a security deposit for service. The required deposit will amount to the highest monthly bill charged in the previous 12 months. The **minimum** deposit is **$100**. All deposits earn an interest rate that is set by MN Statute 325E.02(b). **Deposits are applied to the account after 12 consecutive months of on-time payments.** If a customer owes BPU a bad debt from a previous address, both the bad debt and the deposit have to be paid before a utility account will be established. When the account is closed, any remaining credit will be returned in the form of a refund check.

To waive the security deposit, a utility credit reference needs to be filled out and returned to our office within 10 days.

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DATA PRIVACY ADVISORY

In accordance with the Minnesota Government Data Practices Act, Brainerd Public Utilities (BPU) is required to inform you that the personal information we collect about you is private and not available to the public. We ask this information for the following reasons:

- To distinguish you from all other applicants for service and to identify you in our account files;
- To enable us to verify that you are the individual making application and to determine your credit status for receipt of services;
- To enable us to contact you if additional information is required, to send you appropriate notices, and/or to schedule service or maintenance calls.
- To enable us to collect monies due and owing from you to BPU for services and equipment provided.

Refusal to supply the requested information may result in your application for services being denied. The information you provide to us will not only be used within BPU, but may also be provided to credit or collection agencies to determine your credit rating or to assist in collecting on your account for services should it become delinquent. The collected information may also be provided to law enforcement personnel if requested by them. In accordance with MN Statutes Sections 13.03 and 13.04, I acknowledge by signing this application form that I have been informed of and understand my rights under the MN Government Data Practices Act and hereby consent to the release of the above information for those purposes as stated herein.

I hereby certify the information given on this application is true and correct. I authorize BPU to verify this I information and retain the application whether or not it is approved. I agree that if any of the information is false or altered, BPU has the right to disconnect my utility service without any further notice. I further authorize BPU to receive and retain credit information that I have provided on the utility credit reference.

_____
Applicant Signature

_____
Co-Applicant Signature

PLEASE RETURN TO BRAINERD PUBLIC UTILITIES:

1. **SIGNED APPLICATION**
2. **COPY OF SIGNED RENTAL LEASE**

MAY BE SENT VIA EMAIL TO bpu@brainerdmn.gov