

# City of Niles, Ohio

Water and Light Billing Office  
34 West State Street, Niles, OH 44446  
(330) 544-9000 Ext 1150 Fax: (330) 544-3429  
www.thecityofniles.com

## NEW OWNER APPLICATION

(MUST be completed and returned at the time of sign-up)

TODAY'S DATE \_\_\_\_\_

MOVE IN DATE \_\_\_\_\_

### Property Owner Information

Name: \_\_\_\_\_  
Last (Please Print) First

Daytime Telephone Number (\_\_\_\_) \_\_\_\_-\_\_\_\_ Social Security Number (LAST FOUR)-\_\_\_\_

### Owner's Mailing Address

City State Zip Code

Email Address \_\_\_\_\_ Driver's License # \_\_\_\_\_

Check here if you want e-bills

PROPERTY USE:  Property will **NOT** be used as rental. Initials \_\_\_\_\_ If rental property, number of units \_\_\_\_\_

Residential, Single Family  Commercial  Industrial

### INFORMATION TO BE PROVIDED BY OWNER

\*Copy of Closing Disclosure or Deed Yes  No

\*Copy of Driver's License Yes  No

\*Copy of Tax ID Number Yes  No

### Address of Property to be served with Utility Services Address:

Street Address \_\_\_\_\_ Unit No. \_\_\_\_\_

City State Zip Code

I, \_\_\_\_\_ certify that I reside at the above address, or if this is Rental Property, please contact the Niles Housing Office at 330-544-9000 ext: 1183. **NOTE: COMPLETE INSPECTION MUST BE DONE BEFORE TENANTS CAN SIGN FOR SERVICE.**

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

I certify that I am the owner or agent of the property address listed above and that I have an agreement or contract, written or oral, with the above-named person to reside on said property. I also certify and acknowledge that I am aware of Niles Codified Ordinance #149.10 and have read and reviewed the Utility Billing Policy which can be accessed on the City of Niles website. Initials \_\_\_\_\_

# City of Niles, Ohio

**OWNER RESPONSIBLE FOR ALL WATER/SEWER PAYMENT** – As owner of the above-named property I agree to be responsible for payments in full of any Utility service charges and any which are delinquent to the Niles Utilities Department by my tenant or lessee. The tenant / lessee, if authorized by the owner will pay for the service or services, and such owner shall not thereby be relieved of the payment of any delinquencies that may occur.

**DELINQUENT PAYMENT / UTILITY TURN OFF** – When a **UTILITY** service bill has not been paid by the time specified on the bill, the said services shall be turned off after due notice. This service **WILL NOT** be turned on again until the total amount of all charges against the **PAST DUE** service has been paid in full, together with the added current **TURN-OFF** and **TURN-ON CHARGE(S)**.

**OWNER TO RECEIVE NOTICE OF TENANT NON-PAYMENT OF BILL** - If said tenant / lessee shall fail to pay any **Utility** service bill for the service rendered when due, I am aware of Niles Codified Ordinance #149.10 which states the property owner will be billed and assume primary responsibility for payment for utility services as if he or she were the direct consumer of such utility services.

**OWNER NOTIFICATION OF SALE OF PROPERTY** – I, or my agent of the above-named property owner, do further agree to notify the Utilities department of the City of Niles, Ohio when the named property is sold or transferred to a new owner and agree to pay all unpaid final service charges.

**NO NEW SERVICE** – The **Niles Utilities** department will **not** grant any additional service to said owner(s) at this, or any other address, if they have an outstanding delinquent Utility bill in the system. All bills shall be paid in full to obtain services(s).

**SERVICE LINES** - Water and sanitary lateral/ service lines are the responsibility of the property owner.

**BACKFLOW PREVENTION** – Water customers that require a backflow device to be installed on the water service line must comply with Niles Backflow prevention rules and laws. Annual inspection and surveys must be completed and returned to the City of Niles.

**ANNEXATION REQUIRED** – Property owners who are requesting water, sewer, or electric services from the City of Niles whose property is in whole or in-part outside the city limits yet continuous to the City of Niles shall adhere to Niles Codified Ordinance #58-19 before receiving utility services.

**List ALL** Properties that currently owned or have previously owned with City of Niles Utilities (attach additional sheet if necessary)

---

---

---

---

**\*This form MUST include to receive City of Niles Utility Services the following:**

- Completed Application Form**
- An attached copy of your photo ID and or Driver's License**
- Closing disclosure or deed**
- Tax ID # and or Social Security Number**
- Complete Inspection by Niles Housing Office (if applicable)**