



**City of Gilroy**  
Water Department  
7351 Rosanna Street  
Gilroy, CA 95020-1697

Phone: (408) 846-0420  
Fax: (408) 846-0421  
Visit our website: [www.cityofgilroy.org](http://www.cityofgilroy.org)  
Make checks payable to: City of Gilroy  
Business Hours – Mon.-Fri. 8am-5pm

## Water & Sewer Service Request Form

To START / STOP water and sewer service in the City of Gilroy an authorized customer signature is required. Photo identification must be provided. **\*\*IT WILL TAKE 1 BUSINESS DAY FROM DATE OF RECEIPT TO PROCESS REQUESTS\*\***

Start or Move (within the City of Gilroy) requires a \$45 service charge. If a customer / business has not had service in the City of Gilroy in the past five years, a deposit of \$50.00 for residential service or \$75-\$250 for commercial service is required.

Name: \_\_\_\_\_

Verified Picture ID: \_\_\_\_\_ (initial of city personnel only) :  
Please print

START date: \_\_\_/\_\_\_/\_\_\_ Service Address: \_\_\_\_\_

STOP date: \_\_\_/\_\_\_/\_\_\_ Service Address: \_\_\_\_\_

Previous address in City of Gilroy was: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Telephone Number: Home \_\_\_\_\_ Work \_\_\_\_\_

E-mail address: \_\_\_\_\_

Own / Rent: Owner Name & Address if Renting \_\_\_\_\_  
(Circle One) \_\_\_\_\_

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

I authorize the City of Gilroy to charge my Credit Card \$ \_\_\_\_\_

Credit Card:

Visa/MasterCard/Discover: \_\_\_\_\_

Exp: \_\_\_\_\_ 3-digit security code \_\_\_\_\_

- Charge my credit card monthly. Charges assessed the 10<sup>th</sup> business day of each month.
- Electronic Fund Transfer also available (15<sup>th</sup> of each month) ask how!

New Business: Sec. 13.2 & 13.4 require that you obtain a business license prior to conducting business

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.