

Residential Service Request



Colorado Springs Utilities
It's how we're all connected

Property Information

Service Address	Start Date Request
Complex Name	Landlord/Manager Name
Primary Phone ()	Fax Number ()

Third Party Notification

I authorize Colorado Springs Utilities to send a duplicate notice of discontinuance to the name below. Yes / No	
Customer Signature	Third Party Signature

Primary Applicant Information

Legal Last Name	First	M.I.
Social Security Number	Billing Address	
Primary Phone ()	Other Phone ()	
Employer Name	Mailing Address	
Employer Address	Employer Phone ()	

Co-Applicant Information (required for adults 18 or older residing at the property)

Legal Last Name	First	M.I.
Full Access / Partial Access (Circle one)	Full Access = ability to access all account information	
Partial Access = ability to only see specific areas of account - such as bill amount.		
Social Security Number	Billing Address	
Primary Phone ()	Spouse or Roomate (circle one)	
Full Access / Limited Access (circle one)	Please add any additional applicants on a separate sheet.	
Full Access / Limited Access description		
Employer Name		
Employer Address	Employer Phone ()	

Emergency Contact (residing in the United States, over the age of 18)

Name	Relationship
Primary Phone ()	

Current Service

If you are responsible for utility service at another address and wish to have service stopped, please complete. If Colorado Springs Utilities does not receive your request the service will continue to bill in your name.	
Previous Address	Final Read Date Requested

Instructions: Please complete this application in full and fax to Colorado Springs Utilities at (719) 668-7288. If you do not provide your Social Security Number, other forms of identification will be required in person at 111 S. Cascade Ave. Colorado Springs Utilities will fax this back to Landlord to notify the applicant of results. Denied applications have 3 business days to complete application requirements. If requirements are not fulfilled and services are disconnected, a reconnection fee will be assessed to the account. No further notice will be given to the applicant. You may also apply for utility service by calling our customer service department during normal business hours at 448-4800. It is tenant's responsibility to call Customer Service to disconnect service when moving from this location.

I hereby certify that I have read the information on this form and understand its contents, and that the statements I have made are accurate to the best of my knowledge.

Applicant Signature _____ Date _____

Fax (719) 668-7288 Phone (719) 448-4800

Customer Service: Mon. - Fri. 7 a.m. to 7 p.m.

Address: 111 S. Cascade Ave. Mon. - Fri. 8 a.m. to 5 p.m.