

# Village of Malta – Utility Service Application

*Water, Sewer Garbage Service | Owner-Only Account Policy*

## Return to:

Village of Malta – Water Department

302 S. 2nd Street, Malta IL 60150

• Email: [VillageofMalta@outlook.com](mailto:VillageofMalta@outlook.com)

 Fax: 815-825-2330 Press send at anytime during menu recording

Contact us  Phone: 815-825-2330 ext. 1

---

## Important Notes:

- Utility service **must be in the property owner's name.**
- **Owners are responsible for all charges.** Tenants may receive courtesy e-mail copies of bills.
- **Garbage service** through Waste Management is **required.** Provide your WM account number below. Contact them at WM.com or 800-414-5325
- Submit this form to **establish, end, or update** utility services.

---

## Application Type (check one):

☐ Establish Service

☐ End Service

☐ Update Service

---

## Property Information

Service Address:

---

Previous or Current Address (if applicable):

---

**Property Type:**

- ☐ Residential  
☐ Commercial

If **Commercial**, complete the following:

- **Business Name:** \_\_\_\_\_
  - **Owner/Manager Name:** \_\_\_\_\_
  - **Phone:** \_\_\_\_\_
  - **Email:** \_\_\_\_\_
- 

**Property Owner Information**

**Owner Name:**

---

**Owner Mailing Address** (if different from service address):

---

---

**Primary Phone:** \_\_\_\_\_

**Other Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

---

**Occupancy Details****Occupancy Type:**

- ☐ Owner Occupied  
☐ Leased to Tenant(s)

If leased:

Would you like a **duplicate copy of the bill e-mailed to the tenant/occupant?**

- ☐ Yes  
☐ No

**Tenant Name:** \_\_\_\_\_ **Tenant E-Mail:** \_\_\_\_\_

**Tenant Phone:** \_\_\_\_\_



## Service Date & Waste Info

**Requested Service Start Date:** \_\_\_\_\_  
(Monday–Friday only, excluding holidays)

**Waste Management Account #:** \_\_\_\_\_  
(Required before submission) Contact: 800-414-5325 WM.com

---



## Billing & Payment Info

- Bills are issued **bi-monthly** (every two months).
  - Charges are based on **meter readings**, where available.
  - No security deposit required.
  - **Payment Options:**
    - Online: [villageofmaltail.com](http://villageofmaltail.com)
    - By Mail: Check, Money Order, or Cashier's Check
    - In Person: Village Hall or Resource Bank (all payment types accepted)
- 



## Final Bill Requests (For Sale or Transfer of Property)

- Final bills are processed only for **sales/purchases**.
  - Must be requested **no more than 5 business days before closing**.
  - Provide **at least 48 hours' notice** for changes.
  - Final bill must be **paid in full prior to or at closing**.
  - Outstanding balances transfer to new owner if unpaid.
  - Account credits:
    - Applied to final bill.
    - Excess credited to another open account or refunded by check (within 5 weeks).
- 



## Signature (Property Owner Only)

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

**Date:** \_\_\_\_\_

Last 4 digits of SS# \_\_\_\_\_ for typed signature.