



City of Lake Oswego - Establish Service Form

380 A Ave | PO BOX 369 | Lake Oswego, Or 97034

Phone: 503-635-0265 | Email: utility@lakeoswego.city

For internal use only

Account Set-up Information

Section A	Service Address:		
	Establish Service Date <i>(Must be today or future date only):</i>		
	Primary First Name:	MI:	Last:
	Secondary First Name:	MI:	Last:
	Primary #	Secondary #	Work #
	Email Address:		

Owner/Renter/Landlord: (choose one of the following)

Section B	I am the new owner
	I am a renter, my landlord's first and last name is _____
	I am the landlord/property manager

Previous Account Information:

Section C	Do you have a previous account with the City? <i>(This is for reference only. The account will not be disconnected unless you fill out a Discontinue Service Form)</i>
	No I have not lived in the City of Lake Oswego
	Yes, my previous address was _____

Utility Invoice Preferences: (choose one of the following)

Section D	Electronically, my email address is:		
	Same as service address:		
	Mailing Address:		
	City:	State:	Zip:

**** If you are moving *within* the City, please complete a Discontinue Service Form for your previous address****

Signed Acknowledgement:

Section E	By signing below, I acknowledge my request to establish service must be requested on or before the establish date and no credit will be given for retroactive requests. If you wish to have a copy of this form as confirmation for your records, please ask staff to make a copy for you.	
	Signature: _____	Date: _____