



Atoka Municipal Authority
P.O. Box 900
353 East A Street
Atoka, Ok 74525

Commercial Application

Company Name _____

Tax ID Number _____

Service Address _____

Mailing Address (if different) _____

City _____ State _____ Zip _____

Office Phone _____ Cell _____

Email Address _____

Building Owner _____

Name of Supervisor of Contact Person _____

I certify that the above statements are true

Signature _____ Date _____

In accordance with the Right to Privacy Act, we will not discuss your account with any person(s) other than the name(s) appearing on the contact/bill. The only exception would be by court order or with your written permission.

Tax ID & Valid Photo ID Required

**Atoka Municipal Authority
353 East A Street • PO Box 900
Atoka, OK 74525**

Phone (580) 889-3341 • Fax (580) 889-7584 • TDD (866) 619-9616

The Atoka Municipal Authority is an equal-opportunity provider and employer

The Atoka Municipal Authority provides water, sewer & garbage service within the city limits. Here are some guidelines to provide you with the best possible service:

- 1. There is a deposit required to turn on your water/sewer/garbage service. Deposits range from \$225.00 to \$500.00 depending on your circumstances. If you have an outstanding or delinquent bill, you must pay the amount of that bill in addition to your deposit before service can be turned on. We must have the deposit and paperwork completed before you can receive any services.**
- 2. Bills are due and payable by the tenth (10th) of every month without a penalty. If you do not receive a bill, please contact the Atoka City Hall and we can tell you how much you owe and make you a duplicate receipt for your records. Payments can also be made at www.paystation.com/pay/city-of-atoka. Payments made through Paystation will require the name, account number, and service address to be completed.**
- 3. If your bill is not paid by the tenth (10th) of the month, then on the eleventh (11th) of the month (even if the eleventh falls on a weekend or holiday), a penalty of 10% of the bill will be added to your total amount due. This is your final notice reminding you that your bill is past due and must be paid by the fifteenth (15th) of the month. We have a drop box on the West side of the Atoka City Hall if you cannot make it in to pay your bill during working hours.**
- 4. If this second bill is not paid in full on the fifteenth (15th) of the month, your account will be added to the cut off list and you will be charged a \$25.00 cut off fee. The water service will then be disconnected and a \$25.00 re-connect fee will have to be paid to reconnect your water service. If your water service is disconnected and the meter has been tampered with, then an additional tampering charge will be added to your account.**
- 5. If the bill and all additional charges are not paid in full by the twenty-fifth (25th) of the month, your account will be closed and your deposit will be forfeited to pay the outstanding balance.**
- 6. Your first monthly bill will be a \$15.00 connect fee.**
- 7. If you have charges at the Transfer Station for dumping or roll offs, this amount may be added to your water/sewer/garbage bill at our discretion.**

The Atoka Municipal Authority accepts no responsibility for lost or mis-directed mail. If your mailing address changes, please notify us.

Your garbage pick-up day will be _____.

If you have the blue poly-carts, please set your garbage out the night before in the area designated for pick-up. If you need additional poly-carts, they are available for a fee.

If you have a dumpster, please make sure the day of pick-up, that nothing is blocking your dumpster. If your dumpster is blocked, damaged or has unacceptable waste in it, it will not be emptied.

Do not put limbs, metal, wood, or construction debris in the poly-carts or dumpsters. The Municipal Authority has a Transfer Station North of the city on North Hills Drive. These items may be hauled to the Transfer Station for a fee.

The City of Atoka is a pay agency for companies such as:

**AEP/PSO
AT&T**

**CenterPoint/ARKLA
and many others.**

Please come by the Atoka City Hall to see the CheckFree Pay system billers list.

If you have any questions, please contact the Atoka City Hall at 580-889-3341.

**Thank you,
Leurenda Moton
Billing Clerk**

By signing this agreement, you are certifying that all of your information and statements are true and that you are voluntarily binding yourself to the terms and conditions of this agreement. The customer also acknowledges that they have read, understand and agree to all the terms and conditions of the Atoka Municipal Authority Agreement. Customer understands that the Atoka Municipal Authority has the right to discontinue your service for any breach of this agreement. Customer further understands that as long as this account is in their name, they will be responsible for any charges incurred. If you no longer need water/sewer/garbage service, it is your responsibility to notify us of this change. It is the responsibility of the customer to notify the Atoka Municipal Authority of any changes to this account. Failure to make the full payment on this account each month will result in the discontinuation of services.