



Utility Application

Account Name (may be joint) _____

DBA: (for business) _____

Service Location: _____ Date: _____

Services applying for: _____ Water _____ Sewer _____ Trash Account type: _____ Residential _____ Commercial

Primary Phone Number: Secondary Phone Number: _____

Primary Driver's License #: _____ Secondary Driver's License #: _____

Primary Date of Birth: _____ Secondary Date of Birth: _____

Business Tax Id #: _____

Primary Email: _____ Secondary Email: _____

Mailing Address: _____

Do you: _____ Own (provide a copy of your deed or closing statement)

Or
_____ Rent (provide a copy of your lease)

Landlord Name: _____

Landlord Phone #: _____

Landlord Address: _____

***Deposit Required:** A deposit of \$200 for services is required (\$100 water & \$100 sewer).

***Due Date:** 15th of month (if falls on weekend or holiday due next business day). If no bill received it is still due by due date. Bills are mailed on first (1st) business day of the month.

***Penalty:** If not paid in full by 5pm on due date, a 10% penalty will be applied to the account.

***Turn off:** If not paid in full by 5pm 7 days after due date the account will be charged \$35.00 service fee and will be disconnected. (Guaranteed funds (Cash, Money Order, or Credit Card) will only be accepted to reconnect service. If paid online please contact office to verify receipt of payment.

***Returned Check:** Charge of \$35.00 for a returned check. Will be treated as non-payment resulting in penalties and services turned off. After two (2) returned checks they will not be accepted for the account.

OFFICE USE

Printed Name _____

PIDN: _____

Signature _____

Customer Acct #: _____

Turn on date: _____

Payment & Date & Type: _____

CSR: _____

City of Dry Ridge Utility Service User Guide

***Due Date:** 15th of month (if falls on weekend or holiday due next business day). If you do not receive your bill, it is still due by due date. Bills are mailed out at least by the first (1st) business day of the month (if not before), if you do not receive your bill, please call the office at 859-824-3335 for amount or log into your account to view your bill.

*** Your First Due Date will be:** _____

***Payment types:** Cash, Money Order, Check, and Credit Card (convenience fee will apply to cards).

***Returned Check:** Charge of \$35.00 for all returned checks, paper or electronic. Returned checks will be treated as non-payment resulting in penalties and services turned off. After two (2) returned checks, they will not be accepted for the account.

***Penalty:** If not paid in full by 5pm on the due date, a ten percent (10%) penalty will be applied to the account.

***Turn off:** If not paid in full by 5pm seven (7) days after the due date, the account will be charged a \$35.00 service fee and will be disconnected. **NO ADDITIONAL NOTICES WIL BE SENT.** Guaranteed funds (Cash, Money Order, or Credit Card) will only be accepted to reconnect service. If paid online please contact office to verify receipt of payment.

***Utility Tax:** A three percent (3%) utility tax is placed on the water portion of the bill.

***Sales Tax:** A six percent (6%) sales tax is placed on commercial accounts.

***Payment Locations:**

- Online: www.cdrky.org (click on "Pay Utilities". Under the Blue Go Button you see: Need a Portal Login? Then click on [Sign Up](#) or click on the [Quick Pay](#).
- Pay by Phone (24 hours a day) by call 1-844-541-2423.
- Office: 31 Broadway (Business hours 8AM to 5PM, Monday thru Friday)
- Dropbox: 31 Broadway located to the right of front door.
- Mail: PO Box 145 Dry Ridge, KY 41035
- Forcht Bank Dry Ridge Branch (58 Broadway) - Must have your bill with you to pay at the bank.

***Utility Rates:**

Water Rates Residential & Commercial:

\$26.96 first 2,000 gallons	\$12.84 per 1,000 gallons between 2,001 & 10,000 gallons
	\$12.40 per 1,000 gallons for anything over 10,001 gallons

Sewer Rates Residential:

\$45.47 first 2,000 gallons
\$16.19 per 1,000 gallons over 2,000 gallons

Sewer Rates Commercial:

\$64.75 first 2,000 gallons
\$16.19 per 1,000 gallons over 2,000 gallons

Trash Service: Republic Services (513) 771-4200

- Rate: \$12.60 per month / Two (2) containers are provided (if you need containers call 513-771-4200)
- Container must not weigh more than seventy-five (75) pounds.
- Collection day: Place containers out night before. They will be collected any time after midnight.
 - Ashley / Dixie / Sheffield / Summerfield: Set out Thursday / Pickup Friday
 - Taft Hwy (26-2300 City Limits): Set out Tuesday / Pickup Wednesday
 - Rest of City: Set out Monday / Pickup Tuesday
- Customer owned containers must be made of plastic or galvanized steel and have handles. Do not use household containers, bushel baskets, or fifty-five (55) gallon drums or the like of any.
- Service will be provided on normal collection day with the exception of Christmas Day and New Year's Day.
 - If collection day falls on those two days, collection will be delayed by one (1) day.
- Large items pick up is available for additional charges. Contact above number to schedule & pricing.

**DECLARATION OF DOMICILE FOR
PURCHASE OF RESIDENTIAL UTILITIES**

**(LANDLORDS OR OTHER ACCOUNTHOLDERS OF MULTI-UNIT DWELLINGS SERVED BY A SINGLE METER
(MASTER METER) USE THE MULTI-METER DECLARATION OF DOMICILE)**

In accordance with the provisions of KRS 139.470(7) this declaration may only be executed for the purchase of sewer services, water, and fuel by Kentucky residents for use in heating, water heating, cooking, lighting, and other residential uses. "Fuel" shall include but not be limited to natural gas, electricity, fuel oil, bottled gas, coal, coke, and wood.

_____ is the accountholder for _____
Name of Accountholder *Service Address*

I, _____, am the resident or
Name of Individual Signing the Declaration (cannot be landlord)

Relationship of the undersigned to the resident

I declare that the address listed is my place of domicile* or the place of domicile* of _____
Name of Resident

and the purchase of residential utilities for use at this address meets the qualifications for exemption from Kentucky sales and use tax under KRS 139.470(7).

Accordingly, I request the account associated with the above listed service address be classified as exempt from sales and use tax. I understand the exemption will begin on the date of the first full billing cycle after the date of receipt of this declaration by the utility provider or rural electric cooperative.

Under penalties of perjury, I swear or affirm that the information on this declaration is true and correct as to every material matter.

Signature if resident or representative

Date

* KRS 139.470(7) describes a place of domicile as "the place where an individual has his or her legal, true, fixed and permanent home and principal establishment, and to which, whenever the individual is absent, the individual has the intention of returning."

Instructions

- Submit the Declaration of Domicile to each applicable utility provider or rural electric cooperative, not to the Department of Revenue.
- Each resident may have only one place of domicile but may be listed as a responsible party for other service addresses.
- The change in taxability for accounts will be effective on the first day of the first full billing cycle after the date of receipt of this declaration by the utility provider or rural electric cooperative.

Department of Revenue Contact Information:

Phone: 502-564-5170

Email: DOR.Webresponsesalestax@ky.gov