



## Utility Billing Division

A Division of the Finance Department

# APPLICATION FOR UTILITY SERVICES

ROLE: ☐ OWNER ☐ TENANT ACCOUNT TYPE: ☐ RESIDENTIAL ☐ COMMERCIAL ☐ APT

### REQUIRED DOCUMENTATION:

**OWNER:** ☐ Valid government-issued photo ID ☐ Proof of Ownership (e.g., deed, property tax record, and ALTA/HUD-1 or Closing Disclosure signed by both buyer and seller)

**TENANT:** ☐ Valid government-issued photo ID ☐ Lease Agreement or Notarized Affidavit of Tenancy  
☐ Notarized Owner Authorization Letter

1. A valid **Certificate of Use and Business Tax Receipt**

(is required for multi-family or commercial properties within city limits).

2. If the property is owned by a **business (LLC or corporation)**, you must be listed on **Sunbiz.org**, and your ID must match a listed officer or agent.

REQUESTED START DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ IS WATER CURRENTLY: ☐ ON ☐ OFF ☐ OTHER

Applicant's Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

Mailing Address: (If different from service address) \_\_\_\_\_

Social Security (last 4 digits)/ Tax ID \_\_\_\_\_ DL/ Government ID #: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

How would you like to receive your bills? (Please select one): ☐ EMAIL ☐ REGULAR MAIL

### PROPERTY OWNER INFORMATION: (if different from applicant)

Property Owner's Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

### AGREEMENT & SIGNATURE:

I agree to abide by all rules and regulations established by the City of North Miami Ordinances and the policies of the Utility Billing Department. I also acknowledge that I have been advised of any outstanding balances.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR OFFICE USE ONLY

Current Balance(s): \$ \_\_\_\_\_

+ Final Bill

Old Account #: \_\_\_\_\_

Liens: \_\_\_\_\_

New Account #: \_\_\_\_\_

Deposit Required: \$ \_\_\_\_\_

Customer #: \_\_\_\_\_

Service Charges Paid: \$ \_\_\_\_\_

Received By: \_\_\_\_\_

North Miami Utility Billing Division | 776 NE 125 Street, North Miami, FL 33161 | Phone: 305-895-9880 | Email: [utility@northmiamifl.gov](mailto:utility@northmiamifl.gov)

Office Hours M-F, 8:00 a.m. - 5:00 p.m. | Central Cashier M-F, 8:00 a.m. - 4:00 p.m. | [NorthMiamiFL.gov/UB](http://NorthMiamiFL.gov/UB)