

**SERVICE REQUEST
CITY OF HOFFMAN
PO BOX 227
HOFFMAN, MN 56339
320-986-2448**

Utilities are billed at the end of month and due on the 20th.

It is hereby understood by applicant that water and sewer is billed monthly and payment must be received in City Clerk's office prior to noon on the 20th of every month to avoid any late charges. It is also understood by the applicant that if the account becomes past due, the City will give you 20 more days to pay or by the 10th of the following month to pay or the water service shall be shut off. The applicant will be required to pay the account in full, plus a \$50.00 disconnection/connection fee.

This application and a \$100.00 deposit is to be paid on or before the date that the applicant takes possession of the property. If the account is kept current during the first twelve months the deposit will be refund with interest.

Name _____ Acct# _____
Address for Service _____ Heat Source _____
Mailing Address _____
Phone/Cell Number _____
Date Moved In: _____
Utility Deposit \$100.00 Date Paid _____

Applicants Signature _____

Please provide the following information so that the City of Hoffman will be in compliance with Title VI of the Civil Rights Act of 1964.

The information regarding race, color, or national origin designation is required in order to assure the Federal Government, that the City of Hoffman complies with Federal Laws prohibiting discrimination on the basis of race, color, or national origin. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your request for services or to discriminate against you in any way. However, if you chose not to furnish this information, we are required to note your race/color/national origin on the basis of visual observation or surname.

Please check the appropriate information below:

RACIAL CATEGORIES	ETHNIC CATEGORIES
<input type="checkbox"/> American Indian or Alaskan Native	<input type="checkbox"/> Hispanic or Latino
<input type="checkbox"/> Asian	<input type="checkbox"/> Not Hispanic or Latino
<input type="checkbox"/> Black or African American	
<input type="checkbox"/> Native Hawaiian or Pacific Islander	
<input type="checkbox"/> White	

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. (Not all prohibited bases apply to all programs)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, D>C> 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal Opportunity provider and employer.

The City of Hoffman is an Equal Opportunity Provider and Employer

WATER, SEWER, GARBAGE RATES

Water Base Rate	\$30.00
Water	\$ 1.00 per thousand gallons
Sewer Base Rate	\$30.00
Sewer	\$ 3.25 per thousand gallon
Garbage	\$12.80 plus tax
Dumpster are billed according to size	

For future reference if the meter is not read then we estimate the number of gallons for the month which is usually higher than actual usage so it is in your benefit to read the meter each month.

The garbage service is picked up early on Wednesday mornings.

The office hours are Monday to Friday from 8-12. There is a drop box for payments and correspondence next to payphone at the Community Center which is picked up daily.

If you have any questions please contact Pat Lawson at 320-986-2448.