



FINANCE DEPARTMENT

1420 Miner Street  
Des Plaines, IL 60016  
P: 847.391.5300  
desplainesil.gov

NEW RESIDENT REQUEST FOR WATER SERVICE

Please Print

Requestor Name: \_\_\_\_\_  Owner  Tenant

New Customer Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

Date Closing/Lease: \_\_\_\_\_ Move In Date: \_\_\_\_\_

If this is a rental property, please fill out the following information:

Landlord Name: \_\_\_\_\_

Landlord Complete Address

Street Number/Name: \_\_\_\_\_ Unit #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landlord Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit this form via E-mail, US Mail, or Fax to:  
City of Des Plaines, Utility Billing, 1420 Miner Street, Des Plaines, IL 60016  
E-mail: utilitybilling@desplainesil.gov Fax: 847.391.5402

Office Use Only

Account Number: \_\_\_\_\_ Date: \_\_\_\_\_ Initial: \_\_\_\_\_