



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

## Residential Application

Applicant Name \_\_\_\_\_ SS# \_\_\_\_\_

Applicant Name \_\_\_\_\_ SS# \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Do you rent this property? \_\_\_\_\_ If yes, landlord's name \_\_\_\_\_

Is this your primary residence? \_\_\_\_\_ If not, who will live at this location? \_\_\_\_\_

Name of Employer \_\_\_\_\_

Closest relative not living with you \_\_\_\_\_

Closest relative's Address & Phone Number \_\_\_\_\_

Have you ever had service with the Atoka Municipal Authority before? \_\_\_\_\_

If so, what name was the account listed under? \_\_\_\_\_

I certify that the above statements are true:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed

*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 bill. The only exception would be by court order or with your written permission.*

**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. The deposits are \$100.00 if you own the home (must provide proof of ownership), \$200.00 if you rent the home, and \$250.00 if you have an outstanding or delinquent bill (plus the amount of the bill must be paid before your service can be turned on). The deposit for garbage service only is \$25.00. 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](http://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 the bill, late fee, and cut off 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. The Atoka Municipal Authority allows one deferred payment per calendar year to be used at your discretion. A minimum payment of \$10.00 must be paid in order to receive this deferral. Your water service must be active for six months to receive this service.**

**6. 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. The remainder of your deposit (if any) will be refunded to the person or entity that paid the deposit.**

**7. Your first monthly bill will be a \$15.00 connect fee.**

8. If you feel that your meter has been misread, you may contact the Atoka City Hall and request that your meter be re-read. If the reading is correct, you will be charged a re-read fee.

9. 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.

10. If you no longer need water/sewer/garbage service, it is your responsibility to notify us to close your account. Your final bill will be deducted from your deposit and the remaining deposit (if any) will be mailed to the person or entity that paid the deposit.

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 \_\_\_\_\_. Please set your garbage out the night before by the curb in the blue poly-cart provided for you. If you need additional poly-carts, they are available for a fee. Do not put limbs, yard work, metal, batteries or wood in the poly-carts. 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.