



Borough of Chambersburg

*A full service municipality in Franklin County
celebrating over 65 years of consumer owned natural gas service
over 120 years of community electric and a
regional wastewater, water, and municipal solid waste utility*

NEW/UPGRADED UTILITY SERVICE ACCOUNT PROCEDURES AND REQUIREMENTS

Please allow us to take the opportunity to explain to you the deposit requirements necessary to establish or upgrade natural gas utility service, within the Borough of Chambersburg.

At the time of submission, the applicant must provide all necessary billing information for the account. Upon receipt of this information, with the submission of a Natural Gas New or Upgraded Utility Service Account Application, Utility Customer Service will determine the total required deposit amount necessary to establish new or upgraded natural gas utility service in the name of the owner (and/or tenant, if applicable), which will then be provided to the property owner.

Prior to the initiation of new or upgraded natural gas utility service, the owner must place a deposit with the Borough, and if applicable, the tenant must do the same. The owner of the property must contact Utility Customer Service at Town Hall (717-264-5151), in order to post all necessary deposits, and to complete any necessary paperwork to modify the account. In the event that a tenant will be occupying the property, they too must place their deposit and complete any necessary paperwork with Utility Customer Service at Town Hall, prior to services being billed directly to them. Utility service cannot be provided until all necessary deposits are posted.

For **residential** development, the following schedule shall apply. **Please note that the amounts provided are per unit amounts**, e.g. if a four unit apartment building were being constructed, the deposit amounts would be required for each unit, prior to an account and service being established.

<u>CLASS OF SERVICE</u>	<u>AMOUNT</u>
<u>Electric (light and water heater only)</u>	<u>\$90.00</u>
<u>Electric heat (light, water heater and heat)</u>	<u>\$145.00</u>
<u>Gas (stove and water heater only)</u>	<u>\$35.00</u>
<u>Gas heat (includes stove and water heater)</u>	<u>\$95.00</u>
<u>Water</u>	<u>\$20.00</u>
<u>Sewer</u>	<u>\$25.00</u>

For **commercial/industrial** development, the required deposit amount will be determined on a case-by-case basis, by analyzing comparable commercial/industrial accounts' consumption. These amounts will be provided to the applicant when the approved Land Use Permit is returned to them.

Natural Gas New or Upgraded Utility Service Account Application

(To be provided to applicant with a Main Street Energy Efficiency Financing Program application **OR** Residential Application for Gas Appliance Installation **OR** Commercial/Industrial Gas Utilization Application)

Circle those that apply: New Gas Service / New Gas Furnace Commercial / Residential

Property Address: _____

Owner Name _____

Address _____

Phone # _____

Tenant (if applicable) Name _____

Address _____

Phone # _____

A utility deposit is required by the owner (and tenant, if the tenant will be billed directly) of the above referenced address(es) **PRIOR** to the placement of any PERMANENT utility service.

Please contact our Customer Service department, located at 100 S 2nd St, Chambersburg, or at (717) 264-5151, with any questions, or to initiate a permanent account.

To be completed by Customer Service

Deposit required of owner to establish a permanent service account:

\$ _____

Deposit required of tenant to establish a permanent service account:

\$ _____