



THE City OF  
**Martinsburg**

Finance Department  
% Fire/Garbage  
232 N. Queen Street  
Martinsburg, WV 25401  
304-264-2131 ext.

**Fire/Garbage Department Customer Contract**

( ) Owner Occupied

( ) Rental Property

I ( \_\_\_\_\_ ) request fire and/or garbage service at  
(Name and address of customer)  
the following address:

\_\_\_\_\_

I agree to the following conditions:

- All incurred bills must be paid in a timely manner. I understand that failure to do so will result in termination of garbage service. In the event service is terminated; all delinquencies must be paid in full to reinstate service.
- Any bills not paid by June 30<sup>th</sup> of each year will be subject to a 10% penalty.
- I understand that I shall remain liable for fire/garbage service furnished to above premises until I have given notice in writing to the City of Martinsburg Finance Department, % Fire/Garbage, to discontinue service. At that time, I understand I will be require to pay a final bill, based on prorated service rates. All bills must be paid in full at termination of contract.
- Failure to meet the above conditions will result in legal action.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Driver's License #

Employer Name, Address, Phone Number  
\_\_\_\_\_  
\_\_\_\_\_

Customer Mailing Address and Phone Number  
\_\_\_\_\_  
\_\_\_\_\_

Office Use Only: ( ) Commercial ( ) Industrial ( ) Residential  
\_\_\_\_\_  
Account # \_\_\_\_\_ Customer # \_\_\_\_\_ Date of Service \_\_\_\_\_  
Authorized by: \_\_\_\_\_ Date \_\_\_\_\_