



CITY OF DURHAM – UTILITY EXTENSION AGREEMENT APPLICATION FOR PROPERTIES OUTSIDE CITY LIMITS EXEMPT FROM ANNEXATION

Department of Public Works
101 City Hall Plaza | Durham, NC 27701
919.560.4326 | F 919.560.4316

www.durhamnc.gov

Date: _____

INSTRUCTIONS

Complete form and submit at the 3rd floor of City Hall or online (see next page for online payment instructions) after staff has confirmed that the property may connect to City water and/or sewer without annexation. Include with the application:

- \$104 fee
Report from Durham County Health (if property has contaminated well and/or failed septic system)

APPLICATION

Owner's Name: _____

Email Address: _____ Phone#: _____

Owner's Address: _____

Property Address (if different from above): _____

Type of connection being requested (check all that apply):

- Water service
Sewer service

INSTRUCCIONES EN ESPAÑOL

Complete la solicitud y entréguela en el tercer piso de la Alcaldía de Durham o por internet (ver instrucciones de como pagar en línea en la próxima página) después que empleados de la Ciudad le hayan confirmado que la propiedad puede conectarse a las tuberías de agua potable y/o de drenaje sin anexar la propiedad. Incluya con la solicitud.

- \$104
Informe del Departamento de Salud Ambiental del Condado de Durham (Durham County Health) si la propiedad tiene un pozo contaminado y/o sistema séptico averiado

SOLICITUD

Nombre del Dueño/a: _____

Correo Electrónico: _____ # Teléfono: _____

Dirección del Dueño/a: _____

Dirección de la Propiedad (si distinta a la indicada arriba): _____

Tipo de conexión solicitada (marque todas las que apliquen):

- Servicio de agua
Servicio de drenaje



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ONLINE PAYMENT INSTRUCTIONS

Pay the Utility Extension Agreement (UEA) \$104 application fee through the online portal located here: <https://ipn2.paymentus.com/rotp/dhbp>

- Click the “Select a Payment Type” drop down menu
- Select “4-UEA application fee”
- Enter property address in both fields
- Click the “Continue” button.

The screenshot shows a web form titled "Enter Account Information" with a user icon. The form includes a "Payment Type" dropdown menu with "4-UEA application fee" selected. Below this are two text input fields: "Enter Project Name, Project Phase" and "Parcel Address, other identifying project or payment information". A blue "Continue" button is at the bottom. Red arrows and text provide instructions: "Select payment type 4 / Seleccione tipo de pago 4" points to the dropdown; "Enter property address / Escriba la dirección de la propiedad" points to both text fields.

- Enter payment information. The amount required is \$104.
- After completing all the required fields click continue to submit the payment.