

Tennessen Warning for Utility Services

As a potential customer of the Staples Utilities Commission, you are being asked to provide information about yourself for billing and collection purposes. The information to be exchanged will be treated as private as governed by Minnesota Statute Section 13.01 – 13.90 and The Privacy Act of 1974.

This information will also be used for collection purposes in case of nonpayment of utility bills. The specific use for each category of data is described below:

1. Name and address are required so that the bill is sent correctly;
2. Telephone number, email address to contact customer of any problems or information on service.
3. Driver's License number and date of birth are for proper identification purposes.

4. "Your social security number will be used by the Utility in the event of revenue recapture as authorized by Minnesota Statutes Chapter 270A. In the event that revenue recapture is utilized, this information will be provided to the Minnesota Department of Revenue, or for any other bill collection agencies where a social security number is needed. Disclosure of this information is voluntary. You are not legally required to provide this information. If you do not provide this information, the Utility will not be able to utilize revenue recapture to collect any unpaid amounts and will be required to utilize other collection practices."

Information created during your time as a resident may be given to energy assistance programs (EAP) if requested. The information given will strictly be for the cost and consumption of electric utilities for a period of one (1) year, and will be used to calculate the benefit eligibility for the current resident. According to the MN Department of Commerce, this "information is needed to verify the household's EAP eligibility and the amount to apply to the household's or household landlord's account."

This data will be used solely for the above mentioned purposes. The data will be forwarded to the appropriate City staff whose work assignments reasonably require access to the information and collections.

You are not legally required to provide the requested information. However, if you do not provide the required information we may refuse to provide utility services.

By signing this application you hereby acknowledge that you have requested the Staples Utilities Commission to provide you with utility service. You further agree to be responsible for all charges incurred with the City, including interest and/or penalties, and that you understand that the utility will not necessarily notify you of any delinquencies. You agree to pay said account regardless of how dated the account is and absolve the utility from continuing to provide service after a delinquency and/or after the normal cut-off date.

By signing this application the applicant is representing to the utility that he/she has the legal right to occupy the premises. This means:

In the case of a home, duplex, townhouse, condominium or apartment, the applicant shall be the owner or purchaser on a contract for deed, or if the applicant is renting the premises the applicant shall have a lease with the owner of the premises.