

OFFICE USE ONLY

DISCONNECT (CUT OUT)  $\Box$ 

Account # \_\_\_\_\_

Initials \_\_\_\_\_

## DISCONNECT SERVICE

APPLICANT INFORMATION	
Last Name:	First Name:
Service Address:	
Forwarding Address:	
City:	
State:	Zip Code:
Phone Number:	Email Address:
Driver's License Number:	Social Security No.:

\*Please be advised if the water and sewer payment is not received by the due date, all unpaid bills will be subject to collections through all available means; including lien placed on the property.

\*If customer moves to another location within the City's service area, we will make every attempt to apply any past due charges or credit from the previous service account to the new service account.

Applicant Signature:	Date:	

Closing Date of Service: \_\_\_\_\_ (check one)  $\Box$  AM  $\Box$  PM

 OFFICE USE ONLY:
 □
 WATER IS ON
 □WATER IS OFF/METER LOCKED
 □
 SERVICE ORDER EMAILED

 CONFIRMED SERVICE ORDER WAS COMPLETED BY: (check one)
 □
 PHONE CALL
 □
 EMAIL
 INITIALS

 ENDING METER READ:
 \_\_\_\_\_\_
 SERVICE ORDER COMPLETED BY: \_\_\_\_\_\_
 \_\_\_\_\_\_\_