

WATER ACCOUNT CHANGE REQUEST

Name of Person Completing: _____ Date: _____

Phone #: _____ Acct# _____ Service Address _____

The Person Completing Application Is:

New Tenant Previous Tenant New Owner Previous Owner Other: _____

The Reason for Change Request:

Check One of the Following:

| | |
|----------------------------|----------------------------|
| ___ Billing Address Change | Date to begin change _____ |
| New Address: _____ | |
| _____ | |

| | |
|--|---------------|
| ___ Change of Tenant (from one tenant to another tenant) | |
| Date the new tenant moves in _____ | |
| New Tenant's Info: | Name _____ |
| | Address _____ |
| | Phone # _____ |

| | |
|--|----------------------------------|
| ___ Tenant Moving Out & Acct goes back in Owner's Name | Date the tenant is leaving _____ |
| Owner's Name _____ | |
| Address _____ | |
| _____ | |
| Phone # _____ | |

Please note the following:

- OWNERS:**
If the tenant fails to pay the water bill, the owner will be responsible for payment in full or service will be disconnected
- OWNERS & TENANTS:**
THE BALANCE MUST BE PAID WITH A \$0.00 BALANCE PRIOR TO TENANT/OWNER CHANGE

Signature: _____