



# DISCONNECT WATER SERVICE FORM

Form revised 05/19/2022

## SERVICE ADDRESS TO BE DISCONNECTED

Service Address: \_\_\_\_\_

## SERVICE TYPE

Residential

Commercial

Fire Hydrant Meter

## WATER SERVICE INFORMATION

Service End Date (No weekends or holidays, must allow at least one business day) \_\_\_\_\_

## FORWARDING INFORMATION

Name: \_\_\_\_\_

Contact (if billed to company or organization): \_\_\_\_\_

Forwarding Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

## ACCOUNT PRIVACY

With your written authorization, the Town of Northlake can withhold the release of your personal information (i.e. phone number, social security number, address) pursuant to Section 182.052 of the Texas Utilities Code.

Do you want your personal information associated with your water service account kept confidential?

Yes, keep my personal information confidential  No

## BILLING OPTIONS

Utility bills can be sent via e-mail or postal service. Please choose how your bill is received:

Yes, send my bill via e-mail. My e-mail address is: \_\_\_\_\_

No, I do not want my bill sent via e-mail. Please send my bill via postal service

## SPECIAL INSTRUCTIONS

## ACCOUNT AUTHORIZATION

By signing below, I understand that I am terminating my services and I am responsible for this account and all bills must be paid on or before the due date or be subject to late charges. Any deposit credit will be refunded via check and sent to the forwarding address provided above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## \*\*FOR OFFICE USE ONLY\*\*

Received Date: \_\_\_\_\_

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