

**CITY OF TYE**  
**Utility Department**

Incorporated 1954



**WATER SERVICE TERMINATION REQUEST**

I, \_\_\_\_\_ (PRINT NAME), ACCOUNT HOLDER FOR WATER UTILITY  
SERVICE AT (ADDRESS) \_\_\_\_\_, REQUEST THAT MY SERVICE BE  
TERMINATED ON:

\_\_\_\_\_  
DATE OF TERMINATION OF SERVICE

*I understand that there will be a bill from meter reading on the 17<sup>th</sup> of the month until the date of termination of service. I understand that the bill is my responsibility and is due upon receipt. Final bills can't be processed until after the 11<sup>th</sup> of each month. Upon payment of the final bill, a refund will be processed and mailed within 30 days.*

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**FORWARDING ADDRESS:**

Name: \_\_\_\_\_  
c/o: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, St. Zip: \_\_\_\_\_  
Phone \_\_\_\_\_

Other contact: \_\_\_\_\_

**\*\* Please note the City of Tye will report any unpaid debts to a collection agency and credit bureau.**

FINAL READING \_\_\_\_\_ DATE: \_\_\_\_\_