



APPLICATION TO STOP WATER/WASTEWATER SERVICES

Stop Service On: _____ Business hours are M-F 9am to 4pm, Closed every other Friday and Holidays.

(Please Note: Same Day Service is \$80.08, all others will be stopped next business day. We stop services first thing in the morning.)

Service Address: _____

Forwarding Address (for Final Billing/Refund): _____

City: _____ State: _____ Zip Code: _____

Person Requesting Termination of Services

First Name	Last Name

Requestor's Signature _____ **Date** _____

Customer is requesting that the City of Benicia terminate utility services at the above service address. **The City of Benicia is unable to backdate services.** Every effort will be made to terminate services on the customer's requested stop date, however some orders may be held until the following business day. Final bills will be generated and mailed within 30 days after the final reading of the customer's meter.

Final bills that remain unpaid after 90 days will be transferred to any other open accounts existing under the customer's name or sent to a collection agency.

Please check one and complete requested information:

<input type="checkbox"/>	Owner	Escrow Close Date
<input type="checkbox"/>	Landlord/Property Manager/Real Estate Agent	Name of Property Owner
<input type="checkbox"/>	Renter/Lessee	Rental Agreement End Date
<input type="checkbox"/>		Landlord Name
		Landlord Phone Number

Office Use Only:

Account # _____ Customer # _____

Received By: _____

Cycle: 1 or 2

Same Day Service: YES or NO

Date Received