



# CITY OF SAN LUIS BILLING & COLLECTIONS DIVISION

(Water-Sewer-Garbage Services)

## REQUEST FOR SERVICE TERMINATION

Name:	_____	Acct. No.:	_____
	<small>Last First M.I.</small>		
Service Address:	_____		
	<small>City</small>	<small>State</small>	<small>Zip</small>
Phone:	_____		
Mailing Address:	_____		
	<small>City</small>	<small>State</small>	<small>Zip</small>
E-mail Address:	_____		

Please discontinue services at above indicated service address effective \_\_\_\_\_  
Date

\_\_\_\_\_  
\*Account Holder Signature Date

*\*Signatures has to be same as on Utility Contract*

*\*\*The bill is printed and sent on a monthly basis on the first week of the month and due on the 28th\*\**

*\*\*\*Payments after the 28th will have a penalty charge of 10% of water consumption.\*\*\**

*\*\*\*\*All customers need to request termination of account if services will no longer be needed at property. The city will then close account and services, and customer can avoid unnecessary charges to account. Tenant customer should request services be terminated as soon as property is vacated to have account properly charged and deposit properly applied to account or refunded to customer.\*\*\*\**