

Water & Sewer Utility Disconnection Service Application

Town of Troutman

400 North Eastway Drive ■ Post Office Box 26 ■ Troutman North Carolina 28166
 Phone: 704.528.7600 ■ www.troutmannnc.gov ■ Email: info@troutmannnc.gov ■ Fax: 704.528.7605



****LEGAL PHOTO IDENTIFICATION REQUIRED****

Service Address:				Disconnection Date:		
Is address a:	<input type="checkbox"/> Business	<input type="checkbox"/> Residence	Are you the:	<input type="checkbox"/> Builder	<input type="checkbox"/> Owner	<input type="checkbox"/> Renter

APPLICANT:

Name:				Social Security Number or Federal Tax ID:	
Driver's License Number:		State Issued:		Phone Number:	- -
Email:					
Forwarding Mailing Address:					
Address:					
City		State		Zip Code	
Employer				Contact Number:	- -

The deposit on file will be applied to the final bill, if deposit is greater than final bill the remainder will be mailed to the forwarding address listed above. If the final bill is greater than the deposit the customer will receive a bill for the difference. Any unpaid balance will be subject to the Debt Set-off program: When a customer has discontinued utility services with the Town, either involuntary or voluntary, the deposit shall be applied to the final bill. After 30 days, any remaining balance is due to the Town Hall, with proper notification; the balance remaining will be subject to the Debt Set-off program and may be garnished from future NC state income tax refunds.

I/WE HEREBY AFFIRM THAT ALL INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT. I/WE WILL ASSUME THE FULL RESPONSIBILITY OF ALL FINANCIAL OBLIGATIONS AT THE ABOVE SERVICE ADDRESS UNTIL I/WE HAVE NOTIFIED THE TOWN IN WRITING TO DISCONTINUE SERVICE. I/WE HAVE RECEIVED A COPY OF THE TOWN OF TROUTMAN WATER/SEWER POLICY AND WILL ADHERE TO ALL RULES AND REGULATIONS STATED IN THIS POLICY.

NOTE: Disconnections occur Monday – Friday between the hours of 3:00 pm – 4:00 pm.

Applicant Signature: _____ Application Date: _____

OFFICE USE ONLY

<input type="checkbox"/> Photo ID	Deposit Amount on file: \$ _____
Route/Sequence: _____/_____	Assigned Account Number: _____
Meter Number: _____	Meter Reading: _____
Application Processed by: _____	Application Date: _____