

City of Waxahachie
401 S Rogers St
Waxahachie, TX 75165
Office: (469)309-4170
Fax: (469)309-4173
Email: ub@waxahachie.com



DISCONNECT REQUEST FORM

- * Read and understand the application
- * Print complete answers to ALL questions
- * Sign the application

SERVICE ADDRESS: _____

Is there an additional Garbage or Recycle cart at this address? YES / NO

FORWARDING ADDRESS: _____
(To send final bill)

CITY: _____ STATE: _____ ZIP/POSTAL CODE: _____

BUSINESS DATE TO BE TURNED OFF: _____ (SAME DAY TURN OFF IF TURNED IN BEFORE 3PM)
Service disconnection only Monday-Friday. No service disconnection on Holidays. (A date must be entered)

PRIMARY APPLICANT OR BUSINESS NAME: _____

PHONE NUMBER: _____

EMAIL: _____

SOCIAL SECURITY NUMBER OR TAX ID: _____

DRIVERS LICENSE NUMER OR STATE ISS: _____

D.O.B: _____

By signing this form, I understand:

- If form is emailed or faxed in, I **MUST CALL** to confirm application was received.
- Disconnect can **NOT** be back dated.
- If there is a deposit on the account, it will be applied to the final bill as a credit.
- I am giving the City of Waxahachie access to my property to maintain and read the water meter.
- The water/sewer is being turned off at my request, therefore I hereby waive all claims against the City of Waxahachie and its employees to any damages caused to the property while the water/sewer is being turned off.

APPLICANTS SIGNATURE: _____

DATE: _____

FOR OFFICE USE ONLY:

ACCOUNT #:	SO #	INITIALS:	SPR: YES / NO
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