

Town of DeMotte Exit Form

Name: _____

Account No: _____

Service Address: _____

Landlord's Name: _____

Date to discontinue service: _____

Forwarding Address: _____

Phone No: _____ Cell No: _____

- Final invoices are mailed & due on the previously established dates
- Deposits are not automatically applied to the balance of the account
- Deposits are refunded after the final bill is paid in full. It may take up to 30 days after payment to receive the refund check
- If the account becomes delinquent, deposits will be applied & the account may be subject to additional penalties and fees including court costs.

Date: _____ Signature: _____

For Office Use: (Initial upon completion)

Work Order # _____ Letter Sent _____ Deposit: Transfer _____ Refund Claim _____

Water: Date _____ Rec# _____ Amount _____

Sewage: Date _____ Rec# _____ Amount _____