SEWER & SANITATION ACCOUNT CHANGE FORM

Today's Date: _____ Account # _____ CID _____

Current name on Account _____

Service Address _____ **Current Phone #**_____

What are you changing? Please check all that apply.

	Name or Phone #Change		Account Hold*		Change Can Size $25 Fee
	Billing/Forwarding Address		Terminate Service**		Billing Cycle
	New email address		Reinstate Service Sewer only - $7.50 Trash only or Sewer&Trash - $32.50		Replace Can- lost/stolen/damaged $25 dlvry fee + $25 replcmnt fee=$50

EFFECTIVE DATE OF CHANGE:

*Trash/recycle bins must be available for pick up to place account on HOLD
*Accounts on Year-in-Advance billing **CANNOT** be placed on HOLD
**A $25.00 charge will be applied to final accounts if trash and/or recycle bins are not recovered.

Name _____ Phone # _____

New Address: _____

Email Address: _____

Sending Invoices: _____ by Mail _____ by email (provide email address) _____ both

REINSTATE: What size trash container would you like? 65G 95G
Reinstate Recycling? Y N

TERMINATION:
Reason for Termination _____

EXCHANGE/ REPLACE CAN: I have 65G 95G I would like 65G 95G
*$25.00 delivery charge applies + Can replacement charge $25.00 = **$50.00**

CHANGE BILLING CYCLE: I have: Bi-Monthly Year in Advance
I would like: Bi-Monthly Year in Advance

I certify that I am the account holder of the above listed property. I understand that I am financially responsible for the services provided to me by the City of Sierra Vista. I agree to pay my account charges in a timely manner. If it becomes necessary, I agree to pay a 10% penalty fee for delinquent payments and reasonable fees associated with the collection of any past due account. A completed copy of this form is as valid as the original.

_____ _____
Signature of Property Owner or Property Manager Date

Form may be mailed: 1011 N Coronado Dr, Sierra Vista, AZ 85635 - OR Faxed: (520)417-6971

For office use only: Work Order #_____ Entered by _____

Revised 1/10/14