



DISCONNECT SERVICES FORM

Form revised 01/26/2023

SERVICE ADDRESS TO BE DISCONNECTED

Service Address: _____

SERVICE TYPE

Residential

Commercial

Fire Hydrant Meter

SERVICE END DATE

Service End Date (No weekends or holidays, must allow at least one business day) _____

FORWARDING INFORMATION

Name: _____

Contact (if billed to company or organization): _____

Forwarding Address: _____ Phone: _____

City/State/Zip: _____

ACCOUNT PRIVACY

With your written authorization, the Town of Northlake can withhold the release of your personal information (i.e. phone number, social security number, address) pursuant to Section 182.052 of the Texas Utilities Code.

Do you want your personal information associated with your water service account kept confidential?

Yes, keep my personal information confidential No

BILLING OPTIONS

Utility bills can be sent via e-mail or postal service. Please choose how your bill is received:

Yes, send my bill via e-mail. My e-mail address is: _____

No, I do not want my bill sent via e-mail. Please send my bill via postal service

SPECIAL INSTRUCTIONS

ACCOUNT AUTHORIZATION

By signing below, I understand that I am terminating my services and I am responsible for this account and all bills must be paid on or before the due date or be subject to late charges. Any deposit credit will be refunded via check and sent to the forwarding address provided above.

Signature: _____

Date: _____

FOR OFFICE USE ONLY

Received Date: _____

Account #: _____