**Name (**as it appears on the account\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Would like to close my utility account at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **As of\* (**Must be current or future date**) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Please select a reason:** [ ]  **Moved** [ ] **Sold Home** [ ] **Owner Sign off for Tenant** [ ] **Other**

 **Is this account signed up for Rapid Pay/Auto Pay** [ ]  **Yes or** [ ]  **No?**

**Please list your forwarding address. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***\*Please note daily charges will continue on your account until we receive your signed request to close the Utility account listed above at which time, we will read the meter and turn off services.***

**Signature Todays date**

***You may return the completed & signed form in person at 203 S. Pacific Ave-Kelso M-F 9:00-5:00. If you unable to deliver***

***your request in person you may email this form along with your picture ID to utilities@kelso.gov or fax to 360-425-9807***

***Incomplete requests will not be processed.***