



**Chatham County Public Utilities & Water Division**  
PO Box 910 (Mailing Address)  
192 West Street (Billing Physical Address)  
Pittsboro, NC 27312  
919-542-8270 (office)  
watershop@chathamcountync.gov (email)

## WATER ACCOUNT TERMINATION FORM

Termination forms must be received in the Billing Department within three (3) days of departure from a property. **TERMINATION DATES ARE NOT RETROACTIVE.** The outgoing party shall be responsible for all water consumed up to the time of departure or the time specified for departure, whichever period is longer.

**Termination Date Requested:** \_\_\_\_\_ \*Form required within 3 days of departure

Departure Reason: Sold Property: \_\_\_\_\_ No longer Renting: \_\_\_\_\_ Other: \_\_\_\_\_

Account Number: \_\_\_\_\_ Customer Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

### Contact Information:

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

**Account Holder Signature:** \_\_\_\_\_ **Date Signed:** \_\_\_\_\_

***Completion of all fields are required to process termination request.***

***See options in header to submit this form or to ask questions.***