



Utility Service Disconnection Form

Instructions

The Town of Christiansburg requires all persons or entities having water service and solid waste service in their name to provide written instructions for disconnection of service. The account holder is responsible for authorizing disconnection and is the only person authorized to sign this form. **NOTE: No connects/disconnects on a weekend or holiday or after 3pm.**

Today's Date ____/____/____	Disconnection Date ____/____/____	Select one of the following: Has the property been sold? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, date sold? ____/____/____
Utility Customer Name _____		
Account Number _____		
Disconnection Address _____		
City _____	State _____	Zip _____
Forwarding Mailing Address _____		
City _____	State _____	Zip _____
Phone _____	Email _____	

Please list the names of other adults in your household who will be moving to your new address.

Place of Employment _____

Employer/Supervisor Name _____ Phone _____

Employer Address _____

City _____ State _____ Zip _____

This information will be used to update your personal property tax records as well.

Please update your address with the DMV within 30 days of your move.

Please also contact Montgomery County at 540-382-5710 to update your address with them for tax purposes.

I understand that as account holder, owner or occupant of the premises I am responsible for the utility charges of the above account until the time of disconnection.

Utility Customer Signature

_____/_____/_____
Date

Cashier Signature

_____/_____/_____
Date

OFFICE USE ONLY

Deposit: ☐ Apply ☐ Do Not Apply