

**City of Hurricane Water & Sewer**  
3255 Teays Valley Road, PO Box 1086, Hurricane, WV 25526  
Phone: 304-562-9906 Fax: 304-562-5858 Email: [utility@hurricanewv.com](mailto:utility@hurricanewv.com)

### Customer Disconnect Request

Today's Date: \_\_\_\_\_

Account Number: \_\_\_\_\_

#### Present Service Information

Print Customer Name: \_\_\_\_\_

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

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

Requested Turn Off Date:  
(Must be a week day and  
can NOT be back-dated)

Property Owner's Name: \_\_\_\_\_

\_\_\_\_\_

#### Forwarding Information

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

\_\_\_\_\_

Customer Signature: \_\_\_\_\_

Note: If submitting this form with an electronic signature a copy of a photo ID must be attached for the person requesting the disconnection. A confirmation email will be sent if the form is received. If you do not receive a confirmation email then your form hasn't been received and you'll need to call our office

#### BELOW IS FOR INTERNAL USE ONLY

##### TURN OFF

##### LEAVE ON

Meter Number: \_\_\_\_\_ Elect ID: \_\_\_\_\_

Group (Circle One): CITYR or SPSPDR      Utility Office Initials: \_\_\_\_\_

Last Reading: \_\_\_\_\_      Current Reading: \_\_\_\_\_

Work Completed By (Initials): \_\_\_\_\_ Date and Time Completed: \_\_\_\_\_

Status (Circle One): TURNED OFF or LEFT ON

Special Instructions \_\_\_\_\_ Office Use Only: LL or LLIFCALLS