

PROPERTY OWNER'S REQUEST FOR WATER SHUT-OFF

Oakland County Water Resources Commissioner, 2636 Dixie Highway, Waterford, MI 48328

Phone: 248/858-1110, Fax: 248/858-8162

SERVICE ADDRESS: _____

DATE: _____

CITY, VILLAGE, OR TOWNSHIP: _____

ACCOUNT #: _____

I request that: (choose only one)

- Water service be restored only by my instruction (account must be current)
- Water service be restored upon payment of the delinquent balance
- Water service be restored if a payment arrangement is made with WRC
(Arrangements require down payment of at least 10% of the delinquent balance and up to 8 months of future payments to reduce the delinquency)

PROPERTY OWNER'S INFORMATION**Copy of Photo ID Required to Verify Ownership (Ownership will be verified with Oakland County Property Gateway)**

Name (please print) _____

Phone _____

E-mail address (optional) _____

Mailing Address For Copy of Bill (required) _____

City _____

State _____

Zip Code _____

Management Company Representing Property Owner:**Note: Management company must provide authorization from property owner for water shut-off. Ownership will be verified to Oakland County Property Gateway, unless the management company can provide legal documentation proving that there has been a recent change in ownership.**

Name (please print) _____

Phone number _____

E-mail address _____

OCCUPANT'S INFORMATION

Name (please print): _____

Phone: _____

OWNERSHIP VERIFICATION (for WRC use only) PHOTO ID PRESENTED MATCHED TO PROPERTY GATEWAY SUBSTITUTE DOCUMENTATION SUBMITTED**PAYMENT INFORMATION**

The fee for each site visit is \$75.00 and will be billed to the account after WRC personnel have been dispatched to the site. The \$75 fee will be charged regardless of whether or not the water service is physically turned off or on. The \$20.00 deposit is due and payable in advance, and will be applied against the \$75.00 site visit fee when it is charged to the account. If this shut-off request is cancelled before WRC trucks are dispatched to the site, the **\$20.00 fee is NON-REFUNDABLE.**

\$20.00 CASH CHECK CREDIT CARD Received by: _____ Date: _____**I understand that any unpaid debt remains the responsibility of the property owner.**

Signature _____

Print _____

Date _____