

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 _____