

City of Mount Vernon

Division of Water & Wastewater

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Mount Vernon

<http://www.mtvernonoh.gov>

VACANCY WATER RATE FORM

Request for Water Service Discontinuation & Meter Removal

I, the property owner, request that water service be turned off and the meter removed at the property listed below.

I acknowledge that:

- My account balance must be **paid in full** before service discontinuation.
- I am responsible for any water usage up to the disconnection date.
- Further billing (*except for Stormwater and Clinton Twp fees, these fees cannot be waived*) will be waived until I request service to be resumed.
- Sewer only accounts are ineligible for Vacancy Rates.
- A one-time fee of \$75.00 will be charged at the time of discontinuation to cover the cost of reinstalling the meter when service is resumed.

Property Information:

- **Service Address:** _____
- **Account Number:** _____
- **Date of Disconnection:** _____

Owner Information:

- **Name:** _____
- **Phone Number:** _____
- **Email:** _____

Owner Signature: _____ **Date:** _____