



OFFICE USE ONLY	
Vac. Credit this Cal. Yr.?	_____
Mailing Address Updated?	_____
Service Req for \$30 S/O?	_____
Is Acct current?	_____
Class Code	_____
Acct/Rates Updated	_____

**UTILITY VACANCY/VACATION APPLICATION**  
**(non-irrigation)**

**ALL APPLICATIONS MUST BE RECEIVED BY THE CITY 48 (forty-eight) HOURS IN ADVANCE**

**No vacancy credit shall be granted for an account that is delinquent or becomes delinquent.**

Residential and commercial accounts shall be eligible for temporary suspension of water and sewer (water must be off), for one absence of 30 days (minimum) to 90 days (maximum) once per consecutive 12-month period. Storm charges are not eligible for vacancy credit. There is a \$30 fee to turn off the water for the vacancy.

Name: \_\_\_\_\_ Account # \_\_\_\_\_

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

Mailing Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Daytime # \_\_\_\_\_

Inclusive Dates \_\_\_\_\_

of Vacancy \_\_\_\_\_

Beginning Date (no backdate) \_\_\_\_\_ Ending Date (90 day max.) \_\_\_\_\_

***If you request the water to be turned on after business hours or on a holiday weekend, you are subject to pay an additional fee of \$100***

NOTE: City Ordinance #1119 states you must call within seven days of your return or charges will be imposed for services without regard to vacancy period. Your services will be reinstated after 90 days and charges will begin. There is no charge for turning water back on during regular business hours, if applicable. Persons filing vacancy credit applications found to be false shall be ineligible to receive future vacancy credits as well as required to pay any other penalties.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

Rev 10/24/18