

Corporation of Shepherdstown
104 N. King St.
P.O. Box 248
Shepherdstown, WV 25443



Main Line: 304-876-2312
Billing: 304-876-2574

Disconnection of Water Service Please print clearly

1. Customer Account Number: _____
2. Customer Name (Name as it appears on bill): _____

3. Date of termination (Date you're moving) *Please note: The water will be turned off on this day unless it is requested that the water be kept on:* _____

4. Physical Address where service is being disconnected: _____

5. Property Owner's or Landlord's Name and Phone Number: _____

6. Address to send final bill (cannot be the same as the address where service is being discontinued): _____

7. Phone Number: _____

Signature

Date