



City of Bridge City
 260 Rachal / PO Box 846
 Bridge City, TX 77611
 (409) 735-6801

TRANSFER OR DISCONNECT SERVICES

DISCONNECT SERVICE TRANSFER SERVICE

CURRENT SERVICE ADDRESS: _____

CURRENT ACCOUNT #: _____
 (IF DISCONNECTING)

FORWARDING MAILING ADDRESS: _____

TURN OFF DATE: _____

PRIMARY CUSTOMER NAME: _____

DL OR STATE ID#: _____ SSN#: _____ D.O.B: _____

MOBILE #: () _____ HOME #: () _____ WORK #: () _____

SECONDARY CUSTOMER NAME: _____

DL OR STATE ID#: _____ SSN#: _____ D.O.B: _____

MOBILE #: () _____ HOME #: () _____ WORK #: () _____

(IF TRANSFERRING SERVICE)

NEW SERVICE ADDRESS: _____

NEW SERVICE ADDRESS IS: INSIDE CITY LIMITS OUTSIDE CITY LIMITS

TURN ON DATE: _____

ARE YOU: RENTING BUYING

IF RENTING: LANDLORD NAME: _____ PHONE #: () _____

NEW ACCOUNT #: _____

IF DISCONNECTING SERVICE: The security deposit will be credited to your final bill. If there is a remaining balance due, you will receive a final billing. If there is a credit balance, you will receive a final billing and a check from the City of Bridge City. Service can be disconnected on workdays only between 8 a.m. and 5 p.m. Before deciding on a disconnect date to cut off the meter, if you plan to do any cleaning you may want to schedule the termination of service for a couple of days later.

IF TRANSFERRING SERVICE: For your convenience, we allow service at both locations for two weeks. There is a transfer fee of \$25.00. If you require more time, we request you complete an application for service at the new location and pay the \$125.00 deposit. **You must also submit a copy of your current state identification as well as a copy of the rental agreement or proof of ownership for the new service address.**

Customer Signature: _____

Date: _____

INTEROFFICE USE: WORK ORDER COMPLETE: _____
 EMPLOYEE INITIALS: _____