

TRANSFER SERVICE REQUEST
TOWN OF MOREHEAD WATER DEPARTMENT
(PLEASE PRINT)

I, _____, hereby request that my service at
_____, utility account # _____
(Current Service Address)

be transferred to
_____, effective _____, 20_____.
(New Service Address)

I understand that my New Service Address account will be charged a Transfer Fee in the amount that is currently on file in the Town's Schedule of Fees. **I also understand that no service can be transferred if there is a balance owing at the Current Service Address. Please call our office, 252-726-5022 to see if a balance exists on the Current Service Address account.**

(Signature) (Date)

Last four digits of social security number of the account holder: _____

Daytime Phone Number: _____

All fields must be filled out in order to process the request. Any blanks will result in this request being delayed in processing.