

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.

This institution is an equal opportunity provider/employer.