

## Customer Account Change Form

Please fill out this form as completely as possible and leave a contact phone number for further questions or information that we may need. Please be aware that if the property does not have an Electronic Radio Transmitter or the Electronic Radio Transmitter is not working properly, you will be required to set up an appointment to get the final read. We MUST have this form in our office or an appointment (if applicable) set up at least 1 to 2 business days prior to the closing or move in date to guarantee that a final meter reading will be taken on the appropriate date.

<b>Scheduled Read</b>	<b>Date:</b> _____	<b>Time:</b> _____
Account Number _____		
Date of Notification _____	Days Left in Billing Period	
<b>For Office Use Only</b>		

Date of Closing or Moving \_\_\_\_\_  
 Service Address \_\_\_\_\_ City \_\_\_\_\_  
 Are you buying, selling, or renting the property? \_\_\_\_\_

New Resident Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_  
 Phone \_\_\_\_\_

Old Resident Name \_\_\_\_\_  
 Forwarding Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Phone \_\_\_\_\_

**Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>For Office Use Only</b>			
ERT ID# _____		ERT Read _____	
Meter ID# _____		Meter Read _____	
Meter Type _____		Date/Time _____	
Operator _____		TA 1: _____	TA 2: _____