

# City of Mount Vernon

Division of Water & Wastewater  
3 North Gay Street, Mount Vernon, OH 43080  
Phone: 740-393-9504 Fax: 740-397-3707



Mount Vernon

[www.mountvernonohio.org](http://www.mountvernonohio.org)

## REQUEST FOR WAIVER OF MINIMUM CHARGES

As this property is currently vacant and I am the property owner, I request that the water be turned off and the meter removed at the location described below.

I understand that my account balance must be paid in full and I will be responsible for any usage incurred up to the date of disconnection. Further billing will be waived until such time that I wish to have service reinstated.

I also understand that I will be charged a \$75.00 fee at the time service is discontinued. This will cover the cost of replacement of the meter when service is once again resumed.

Property Owner: \_\_\_\_\_

Service Address: \_\_\_\_\_

Date of Disconnection: \_\_\_\_\_ Account # \_\_\_\_\_