



City of Polk City

123 Broadway Blvd. SE
Polk City, Florida 33868-1139
Telephone 863-984-1375
Fax 863-984-2334
www.mypolkcity.org

Utility Disconnection Request Form

Today's Date: _____

I, _____, am requesting that my utility service at

_____ be turned off on _____ (date).

Please send final bill and/or any refund to:

Customer's Signature: _____

Current Phone Number: _____

Utility Billing Clerk Signature: _____

Account # _____

Location ID#: _____

* Form must be signed by **ACCOUNT HOLDER** and a **copy of DL** of account holder must be attached.*

For Office Use Only:

Deposit on file \$ _____

*The Water Readiness to Serve Charges (WRSC) and Sewer Readiness to Serve Charges (SRSC) will be billed through utility billing for all developed parcels/properties inside or outside the city limits for which the owner is not actively being billed for water base fees plus tax and/or sewer base fees, this includes seasonal customers who want to temporarily disconnect their service. Undeveloped lots (inside city limits only) will be billed through the property taxes. The Utility billing clerk can provide additional information regarding these charges upon request.