



City of Polk City

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Polk City, Florida 33868
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www.mypolkcity.org

Temporary Utility Disconnection Request Form

(Account to be placed on inactive)

Today's Date: _____

I, _____, am requesting that my utility service at

_____ be **locked** off on _____ (date).
(M – TH)

I understand that the base charges still apply even after temporary shut off goes into effect.

Services to deactivate: _____ Water/Sewer _____ Irrigation

Customer's Signature: _____

Acct#: _____ Phone# _____

Utility Billing Clerk Signature: _____

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

*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.