

# Charles Town Utility Board

P.O. Box 359, Charles Town, WV 25414

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I authorize the Charles Town Utility Board to final my account while I am away, so that I am not billed for service during this time. I understand that I will need to supply verbal consent to restart the account once I have returned.

Name on Account \_\_\_\_\_

Account Number \_\_\_\_\_

Address for Service  
\_\_\_\_\_  
\_\_\_\_\_

Date to begin hold \_\_\_\_\_

Please choose one:

\_\_\_\_\_ I require the technician to turnoff my water

\_\_\_\_\_ I will be turning off the water myself

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)