



City of Port Wentworth

305 South Coastal Highway | Port Wentworth, Georgia 31407
Phone-912-964-4379 | Fax- 912-966-7429

WATER/SEWER/SANITATION DISCONNECTION FORM

A disconnection form must be completed whenever a resident or property owner/management company vacates a property within the City of Port Wentworth. Account holders will continue to receive monthly utility bills and accrue charges if a disconnection form is not submitted. **Please return this form via fax to 912-966-7429 or email to sdavis@cityofportwentworth.com.**

PLEASE PRINT LEGIBLY

Name on Account: _____

Service Address: _____

Disconnection Date: _____

The Disconnection date must NOT fall on a weekend or holiday. Disconnection forms received before 12:00pm, can typically be disconnected the same day. After 12:00pm, services will be disconnected the following business day.

Forwarding Address: _____

City, State, Zip: _____

Phone Number: _____

Return Deposit Keep Deposit on File

Signature

Date

For Office Use Only:

Account #: _____

Deposit On File: Yes No

Exempt from penalties: Yes No

Final Meter Reading: _____

Final Bill Work Order #: _____