



City of Port Wentworth

305 South Coastal Highway | Port Wentworth, Georgia 31407

Phone-912-964-4379 | Fax- 912-966-7429

WATER/SEWER/SANITATION TEMPORARY DISCONNECTION FORM

For water emergencies, vacant properties, and residents who will be away from the property for an extended period of time please complete the information below to have your utility services *temporarily* disconnected, then reconnected on your requested date. Your deposit will be held on file during the temporary disconnection. **Please return this form via fax to 912-966-7429 or email to sdavis@cityofportwentworth.com.**

PLEASE PRINT LEGIBLY

Name on Account: _____

Service Address: _____

Phone Number: _____

Requested Disconnection Date: _____

Requested Reconnection Date: _____

If you are unaware when you would like services to be re-connected, leave the Requested Reconnection Date field blank. Once the date has been determined, please contact City Hall at 912-964-4379. The Disconnection/Reconnection date must NOT fall on a weekend or holiday. Temporary disconnection forms received before 12:00pm, can typically be disconnected the same day. After 12:00pm, services will be disconnected the following business day.

Water/Sewer Only **Trash Only** **Water/Sewer and Trash**

Signature

Date

For Office Use Only:

Account #: _____

Deposit Held On File: Yes No

Final Meter Reading: _____

Exempt from penalties: Yes No

Final Bill Work Order #: _____