



*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 [yirizarry@cityofportwentworth.com](mailto:yirizarry@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 #: \_\_\_\_\_