



*City of Port Wentworth*

7224 GA Highway 21 | 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 [aramos@cityofportwentworth.com](mailto:aramos@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 #: \_\_\_\_\_