



CITY OF GAINESVILLE

DEPARTMENT OF WATER RESOURCES

757 Queen City Parkway, SW  
Gainesville, Georgia 30501-4358

Telephone: 770.535.6878

Fax: 770.538-2414

Web Site: www.gainesville.org

## REQUEST FOR TURN -OFF OF WATER SERVICE

Only the person listed on the account must complete the form and return it to the City of Gainesville, Department of Water Resources.

There will be a \$10 charge for this service.

Fax 678-989-3379

Email: [customerservice@gainesville.org](mailto:customerservice@gainesville.org)

In person or by mail:

757 Queen City Parkway, Gainesville, GA 30501

Today's Date: \_\_\_\_\_

Customer Name: \_\_\_\_\_

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

Service Address: \_\_\_\_\_

### Address to mail the Final bill to: Must be completed

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Date water is to be disconnected: \_\_\_\_\_

**No Turn off's on Friday or the day before a Holiday**

If your account is on landlord status, do you want to cancel the landlord status on this account? Please select below:

**YES** \_\_\_ **NO** \_\_\_

Requested turn off date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

FOR OFFICE USE ONLY			
Service Order Number:		Removed from Lot Tab:	
Initial if account is finalized:		Check box on Account Tab:	
Initial if mailing address is changed:		Removed from Spreadsheet:	
Initial if phone number is changed:			