



**CITY OF GAINESVILLE**  
**PUBLIC UTILITIES DEPARTMENT**

757 Queen City Parkway, SW  
Gainesville, Georgia 30501-4358  
Telephone: 770.538.2466  
Fax: 770.535.5634  
Web Site: [www.gainesville.org](http://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, Public Utilities Department.

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 \_\_\_\_\_

Please select the day you want your water disconnected (circle one):

Monday

Tuesday

Wednesday

Thursday

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

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

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

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

| FOR OFFICE USE ONLY                    |  |
|--|--|
| Service Order Number:                  |  |
| Initial if account is finalized:       |  |
| Initial if mailing address is changed: |  |
| Initial if phone number is changed:    |  |