



# The City of Henderson

P.O. Box 716  
Henderson, Kentucky 42419-0716

## Written Discontinuance Request

Please discontinue Utilities at \_\_\_\_\_ (Current Service Address)

On (date) \_\_\_\_\_. Send final bill or refund to me at the following (forwarding address) \_\_\_\_\_ (Street), \_\_\_\_\_ (City, State, Zip)

I am making this written request because: \_\_\_\_\_

(examples: Moving, Out of Town, Health Concerns, etc.)

Print Name \_\_\_\_\_ Last 4 of Social Security Number \_\_\_\_\_

Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

**Only the person named on this account or their authorized representative may sign this request form. The signature will be verified before service is disconnected.**

**Return to Customer Service, PO BOX 716, Henderson, KY 42419-0716 Fax (270)831-1254 or Email**