



**CHARLOTTE COUNTY UTILITIES
METER REMOVAL REQUEST FORM**

As residents of this community, the utility staff is very sensitive to the challenges that you are facing as you attempt to find some semblance of normalcy in your household. We have worked very hard to assist you by maintaining water service to your home.

We are aware that many of you have suffered great personal loss as a result of this disaster and we want to assist you in the best business manner possible by offering you some options with your water/sewer account to make your recovery easier. During these difficult times ahead when important decisions are being made as to whether you are able to continue to reside in your home or need to vacate the premises temporarily, we are presenting our customers with two options as follows:

- 1) If your home is habitable - continue to have water/sewer service available by keeping the meter intact and paying monthly bills as usual. These bills will reflect a normal fixed base rate and charges for any actual water/sewer consumption you may have. This option would be recommended if you are not vacating your premises or need to vacate for less than a 1 year period of time.

OR

- 2) If your home is **not** habitable - discontinue your water/sewer service by having the meter removed. All monthly bills would discontinue until you notify Charlotte County Utilities in writing of your intention to use our water/sewer services again. At that time, we would reinstall your meter. No fees would accrue or become due upon notification to reconnect. This option would be recommended if you intend to vacate your home for at least 1 year or longer.

Charlotte County Utilities follows an Owner Responsibility policy, in which case any arrangements made on the account must be done by the owner. If you are a tenant and would like to make arrangements, please communicate with your landlord and ask them to call us with the arrangements on your behalf.

**PLEASE COMPLETE & SUBMIT THIS FORM ONLY IF YOU ARE REQUESTING TO HAVE
YOUR METER REMOVED**

Owner's Name: _____

Service Address: _____

Account Number: _____

Reason for removal: _____

Property Owner Signature _____ Date _____

We sincerely wish you and your family a successful and rapid recovery. You can contact the Customer Service department at (941) 764-4300 or (800) 524-3494.

***Upon verification of the status of your home, CCU will send a representative out to remove your meter.**

Customer Account Specialist _____ CCU Authorization _____ Date _____