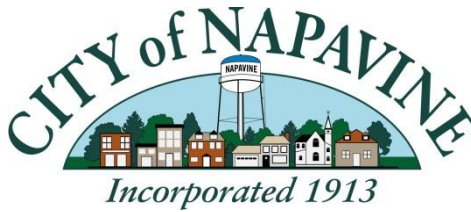


407 Birch Ave SW, P. O. Box 810
Napavine, WA 98565
Phone: (360) 262-3547
Fax: (360) 262-9199
www.cityofnapavine.com



John Sayers, Mayor
Mary Wood, Clerk- Treasurer
Bryan Morris, Public Works &
Community Development Director

Service Call Request

I, _____, the Owner or Authorized Agent of
the Owner **Name:** *(Please Print)* _____, requests
that the water service at the following location be Shut-off.

Physical Address: _____

Current Account No.: _____ **Date of Service Call:** _____

Customer's Telephone Number: (_____) _____ - _____

Important Information – Please Read and check the boxes that apply to your request.

I understand that there is a \$20.00 fee for temporary shut-off for any circumstance with exception to shut-off for non-payment during normal business hours. (NMC 13.04.020)

I understand that there is a \$75.00 fee for temporary shut-off for any circumstance with exception to shut-off for non-payment during after-hours of 4:30 pm weekdays or on weekends. (NMC 13.04.020)

I understand that there is a \$10.00 fee for re-reading meters if there is no error in the original reading and the meter is functioning correctly. (NMC 13.04.030)

I agree that the temporary shut-off fee will be assessed to my utility bill and I will be billed on the next billing cycle.

I will pay the service call fee the day or next business day of the request by either check, money order, credit card and/or cash at the City Hall of Napavine.

Signature _____ Date _____

Administrative Use Only

Meter Number: _____ Previous Billing Read: _____

Shut off Read: _____ Turn On Read: _____

Consumption: _____ Employee & Posted Date: _____