

Instruction for Utility Billing
SIGN-OUT
with
The City of Torrington

1. Print this form
2. Complete the form and sign.
3. INCLUDE: Forward address for final bill
4. Mail:
City of Torrington
P. O. Box 250
Torrington, WY 82240
Phone: 307-532-5666 Fax: 307-532-2010
Physical Address: 436 East 22nd Avenue

Today's Date: _____

BILLING INFORMATION:

Billing Name (Names): _____

DBA: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

Landlord Name: _____ Phone #: _____

Rent: _____ Landlord Knows You Are Leaving: _____ YES _____ NO

Own: _____ Sold: _____ Buyer: _____ (If You Know)

SERVICE INFORMATION:

Service Property Address: _____

Service Disconnect Date: _____

Forwarding Mailing Address: _____

I have read the above, the names and information are correct. In consideration of the services provided by the City of Torrington, I personally guarantee payment of this account and all indebtedness incurred related thereto including interest, collection costs and attorney fees. A final bill at the above "Service Property Address" will be generated in your name with the "Service Disconnect Date" being the final read date. If you have a deposit on the account, and are not transferring the deposit to another account with the City of Torrington, then the final bill will be taken from the deposit and the balance of either the account or deposit will be mailed to the forwarding address.

Signature _____ Date _____

Notice: The City of Torrington shall not be liable for any damages resulting from the customer's request to connect or disconnect utilities or from the disconnection of utilities for non-payment or any other reason.