



## City of Jacksonville Request for Transfer of Service

Account Holder Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Date of Birth \_\_\_\_\_ SSN# \_\_\_\_\_ DL# \_\_\_\_\_ State: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

**There is a \$50.00 transfer fee and current bill must be paid in full**

### TRANSFER

From Address: \_\_\_\_\_ Disconnect Date: \_\_\_\_\_

To Address: \_\_\_\_\_ Turn-on Date: \_\_\_\_\_

New mailing address: \_\_\_\_\_

\_\_\_\_\_  
Signature of Account Holder

#### OFFICE USE ONLY

DEPOSIT: \$ \_\_\_\_\_ RECEIPT #: \_\_\_\_\_ PROCESSED BY: \_\_\_\_\_ DEVICE #: \_\_\_\_\_

LAST READING: \_\_\_\_\_ RENT READING: \_\_\_\_\_ RADIO ID#: \_\_\_\_\_

FROM ACCOUNT #: \_\_\_\_\_



# CITY OF JACKSONVILLE

## Water Service Turn-On Policy

In an effort to limit City liability from water damages incurred due to open water lines or plumbing problems when water service is turned on, the City has implemented the following policy:

When a customer requests that their water service be turned on, the following conditions must be met before water service will be established.

1. The customer must be present at the property location at the time the water service is turned on, if the customer cannot be at the property location on the designated date and time of service connection, the customer assumes all responsibility for any damage, as set forth in the "Water Service Disclaimer". The customer must have access inside the facility to check for leaks and notify the operator that no plumbing problems exist.
2. If a City of Jacksonville's serviceman is required to be sent to the property because the City was not able to leave the water turned on due to running water on the customer's side of the meter, the account will be charged a \$25.00 trip fee each time the serviceman returns to the property.
3. I acknowledge that any water damage incurred due to open faucet, open valve or defective plumbing is my responsibility.
4. I also acknowledge that if the water is not able to be turned on by a Customer Service Representative because of an open faucet, open valve or defective plumbing, the customer is responsible to call the City of Jacksonville to activate the water

I, \_\_\_\_\_, am requesting water service at the following address: \_\_\_\_\_, on the following date:

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

