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 Newport, NC 28570
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West Carteret Water Corporation

A non-profit water corporation serving western Carteret County

Book #: _____

Stop #: _____

METER REMOVAL/STOP BILLING REQUEST

Customers who have been paying the monthly minimum for a period of 36 months (uninterrupted) may request that their billing be stopped and service discontinued. Meters on vacant lots may be removed until service is continued at a later time. Any balance due on the account at the time of request must be paid in full. Requests to suspend billing after charges have been calculated will not be recognized until the following month.

Each customer will be allowed one free service call (meter lock). Upon request to reinstate service, the prevailing service fee shall be charged. A service fee will also apply each time the meter is locked/unlocked in the future.

Reinstatement of the Service: Service can be reinstated (unlocked and/or reinstalled) upon presenting the office with a written request and the prevailing service fee.

CHECK ONE (1) ONLY:

- PLEASE LOCK METER AND STOP BILLING UNTIL NOTIFIED.
- PLEASE REINSTATE LOCKED SERVICE AND BEGIN BILLING.

Date: _____

Account #: _____

Member's Name: _____

Property Address: _____

Mailing Address: _____

Member's Signature

FOR OFFICE USE:

VERIFICATION OF CONNECTION FOR 36 MONTHS:

WORK ORDER NUMBER: _____

DATE RECEIVED: _____

COMMENTS: _____
