

Account #: \_\_\_\_\_

## Town of Basin Temporary Suspension of Utility Service

Temporary suspension of utility service is available for customers who will be away for no less than one billing month (from the 16<sup>th</sup> of one month to the 15<sup>th</sup> of the next month) and would like their town services temporarily suspended. Customers will still be required to pay the base inactive fee for their water service, and any monthly minimum fees for partial months of all other utilities. There will also be a required connection fee of \$50.00 each to turn back on electric and water service during normal working hours.

By completing this form, you agree to have the Town of Basin shut off the utility services you have requested. You will need to notify the Town of Basin at least 48 hours in advance of your return date to set up an appointment to have your utilities turned back on. You will need to have the home unlocked and someone present at the time the Town of Basin turns your water back on. This option will provide additional protection if your home is without heat for some time and a water pipe breaks.

CUSTOMER NAME: \_\_\_\_\_

SERVICE ADDRESS: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_

Month to Stop Utility Service: \_\_\_\_\_

Month to Resume Utility Service: \_\_\_\_\_

Services to suspend:
<input type="checkbox"/> Electric
<input type="checkbox"/> Water & Sewer
<input type="checkbox"/> Garbage

**I UNDERSTAND THAT:**

- Minimum monthly fees will still apply to partial months of service.
- For water utility, I will be billed a base inactive fee during the time period that I have specified above.
- There is a connection fee of \$50.00 each to turn on my electric and water service.
- If I need to extend the temporary suspension of service, I will need to contact the Town of Basin.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return to: Town of Basin  
P.O. Box 599  
Basin, WY 82410  
Phone: (307)568-3331, Fax: (307)568-9352