



**CITY OF WHITESBORO  
UTILITY ACCOUNT  
TRANSFER FORM FOR EXISTING CUSTOMERS ONLY**

Today's Date: \_\_\_\_\_

Transfer **FROM** Address: \_\_\_\_\_  
\_\_\_\_\_

Date to Disconnect Old Address: \_\_\_\_\_

**(Mon – Fri during regular business hours only, CANNOT back date.)**

Transfer **TO** Address: \_\_\_\_\_  
\_\_\_\_\_

Date to Start New Address: \_\_\_\_\_

**(Mon – Fri during regular business hours only and a service inspection may be required)**

Name of Person Requesting Transfer: \_\_\_\_\_

Driver's License #/State: \_\_\_\_\_

Phone # \_\_\_\_\_

Email: \_\_\_\_\_

Name(s) on Account (If Different Than Above): \_\_\_\_\_  
\_\_\_\_\_

**TERMS OF TRANSFER**

**There will be a \$15.00 transfer fee for electric. A transfer fee of \$15.00 for water, if applicable. CHARGES WILL BE APPLIED TO YOUR NEXT BILL.**

SIGNATURES ACKNOWLEDGES CUSTOMER'S UNDERSTANDING AND AGREEMENT TO THE TERMS.

Customer's Signature: \_\_\_\_\_

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