HOLLAND BOARD OF PUBLIC WORKS

Request for Utility Service Termination

Termination Address:

Account Number(s) (all):

Property Owner

Contact Person:	Bill for termination charges? ☐		
Phone:	Cell Phone:		
Fax Number:	E-mail:		
Address:	City	State:	Zip:

General Contractor/Developer:

Contact Person:	Bill for termination charges? ☐		
Phone:	Cell Phone:		
Fax Number:	E-mail:		
Address:	City:	State:	Zip:

Utilities Currently Active	Circle One	Dates	Termination Type
Electric ○ Yes ○ No	Is building open? ○ Yes ○ No	Date Open	Demolition ☐
Water ○ Yes ○ No	Is building vacant? ○ Yes ○ No	Date Vacant	House Moving ☐
Sewer ○ Yes ○ No	Need Services for New Construction? ○ Yes ○ No	Date Requested	Basement Excavation ☐
Fiber ○ Yes ○ No		Demo/Move Date	

Termination of services will require a minimum of ten (10) business days AFTER the BPW receives the form or ten (10) business days AFTER the vacancy date, whichever is the later date.

The undersigned accepts full responsibility for the accuracy of the information provided and for all fees and expenses. BPW Fee Schedule is available upon request. Questions? Call **616.355.1643** for water and sewer terminations or **616.355.1603** for electric terminations.

Authorized Representative (Print) _____ *Signed* _____ *Date* _____

Applications may be sent to:
Holland Board of Public Works, Attn: Customer Service, 625 Hastings Ave., Holland, MI 49423
616-355-1520, Fax: 616-355-1550 / HBPWServiceRequest@hollandbpw.com

THIS IS NOT A PERMIT: Additional Permits are required and are the responsibility of the Customer

DO NOT WRITE BELOW THIS LINE – BPW TO COMPLETE

Date Received

	Write in Fees	Date Completed
Water Meter Removed		
Water Terminated		
Sewer Terminated		
Electric Terminated at Pole		
Electric Meter Removed		
Total Fees	**$0.00**	

When Completed, Send To:
Environmental Health Department _____
Township Office _____
Other _____

REV. 09.10.2010