

PLEASE PRINT OR TYPE



Diablo Water District Request to Close Water Account

****If you are moving to a different Oakley residence, please also complete the [Application for Water Service](#)****

****FIELDS IN RED MUST BE COMPLETE****

ACCOUNT NUMBER: _____

REQUESTED DISCONNECT DATE: _____
(Monday – Friday, non-holidays only)

NAME(S) ON ACCOUNT: _____

SERVICE ADDRESS: _____

REQUESTED BY: _____ **PHONE NUMBER:** _____

DATE OF BIRTH: _____ **DRIVER’S LICENSE #:** _____

FORWARDING ADDRESS FOR FINAL BILLING: _____

Transfer deposit to: _____

Authorization to Disconnect Water Service: This request will be processed, and the water meter will be read within one (1) business day of the requested close date (Monday through Friday; non-holidays). Any open deposit on the account will be applied to the final bill. If you are transferring service to another residence within our service area, any open deposits will be transferred to the new service address. Diablo Water District reserves the right to request copies of escrow closing documents, or rental agreements, before processing any requests for change of water service.

Release of Liability: I request that Diablo Water District turn off the water at the above service address regardless of anyone being at the premises. I realize that if all water-using appliances are not completely closed, or if there are any leaks, the premises may suffer water damage. I hereby accept full responsibility for any such damage and agree to hold Diablo Water District harmless if any damage should occur.

SIGNATURE: _____ **DATE:** _____

PROPERTY OWNERS/LANDLORDS:

Property Sold: Escrow Close Date: _____

OR

Property Rented: Start Date of Rental Agreement: _____

Tenant’s Name(s): _____

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Please return to 87 Carol Lane, Oakley, CA 94561 or Fax: 925-625-0814 or **Email: customers@diablowater.org**