



Request for Disconnection Water - Sewer - Garbage Services

City of Hutto Utility Billing
500 W. Live Oak Street
Hutto TX 78634
Phone: 512-759-4055
Fax: 512-846-2653
Utility.Billing@huttotx.gov
www.huttotx.gov

Utility services may only be disconnected by the account holders, if there is a co-applicant it is required to be completed by both. A copy of ID must be submitted with the disconnect request. Please allow 1-2 business days for a service request initiation.

If the water service is with Manville W.S.C. in order to complete the disconnection request for sewer and garbage services, a completed copy of Manville W.S.C. Service Termination Form that is submitted to Manville WSC. must be submitted with this request, without a copy, services will not be disconnected. (This is a requirement only for service addresses that are serviced water from Manville WSC)

Name: _____ Co-Applicant Name: _____

Service Address: _____ Phone #: _____

Email Address: _____ Disconnect Date: _____

Forwarding Address: _____

Complete the following information

☐ I am the Owner

☐ Selling Home

☐ Leasing/Renting Home

Date Rented or Sold Home _____

Name of New Owner or Renter _____

☐ I am no longer renting

Provide Owner or Property Mgt Name
and Contact Information

☐ Other: _____

Please read and initial the following:

- _____ Past Due balances must be paid in full to complete request to disconnect services
- _____ A final bill and/or refund check will be forwarded to mailing address provided
- _____ Please allow 45 business days from the final bill date for refunds to process
- _____ If a balance remains unpaid over 60 days on a closed account it will be sent to collections and a 25% percent fee will be added to the balance.
- _____ Trash/Recycle bins must be emptied on scheduled pickup days & removed from the curb after collection and placed in garage or backyard. Bins left at the curb or in front of the home, full or empty may result in HOA fines or notices, which are the responsibility of the customer.

I have read, understood, and completed all the information

Signature: _____

Date: _____

Co-Applicants Signature: _____

Date: _____

OFFICE USE ONLY

☐ VERIFY MANVILLE FORM RECEIVED

☐ SCHEDULE PICK UP TRASH/RECYCLE BINS