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**REQUEST FOR STANDBY**

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

Service #: \_\_\_\_\_

This is a formal request to place the water meter located at the property listed below on standby status until further notice.

§ 196-11.

- A. A Standby Service is defined as a water service for which there is no present need but where a future need may arise.
- B. In order to qualify for the standby charge, in accordance with the Schedule of Rates and Fees, the water service must remain off for a complete billing year. If the water service is on during any portion of the billing year, whether any water is used or not, then the minimum annual charge must be paid.

Property Address: \_\_\_\_\_

Property Owners: \_\_\_\_\_

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