



## Temporary Water Shut Off and Lock Request

Owner Name	Service Address	Account Number
I, as legal owner of the property described above, request that the water meter at the above address be shut off and locked effective:		
Requested Shut Off Date:	Unlock and Turn on Date: (*Required)	

***\*The meter will be unlocked and turned on as of the date specified and billing of all services will resume. if no unlock date is indicated, services will automatically resume 90 days after shut off date.***

I am requesting to have the meter locked off because this property is or will be vacant for 30 days or more. If the unlock date specified needs to be changed or extended please notify the City of Renton prior to this date.

I understand that a \$60.00 shut off fee will be charged to my account each time the meter is requested to be locked, and that I must pay the balance in full (including the 60.00 fee) before this action will be performed. I also understand that Surface Water charges and the flat rate for the meter will still be billed monthly due to ongoing maintenance of the City's water meter and storm drainage systems. If you are connected to the City's Sewer system, your sewer charges will be temporarily suspended while the water meter is locked but all other services will be billed minimum service rates. If you need to temporarily suspend your garbage service please call Republic Services at 206-777-6440. Garbage holds need to be extended every 30 days if the property continues to be vacant. Garbage is a mandatory service in the City of Renton.

Please enclose payment of the account balance and shut off fee or you can pay by phone by calling 1-888-791-1505 or online: [www.rentonwa.gov](http://www.rentonwa.gov). Existing billings will not be adjusted retroactively for requested water shut offs.

*By signing this form, I certify that there are no renters residing at this property, and that the house is vacant or will be vacant for 30 days or more after the shut off date.*

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_