



City of Delray Beach
Request to Cancel Utility Account
(Tenants Only)

Today's Date: _____ Account Number: _____

Customer Name: _____

Name of Person Requesting Cancellation: _____

Effective Date of Cancellation: _____

*Service Address to be Cancelled: _____

Mailing Address for Final Bill: _____

City/State/Zip Code: _____

Daytime Phone No.: _____ Evening Phone No.: _____

Email Address: _____

Signature Date

Cancellations can only be requested during normal business hours- Monday through Friday from 8:00am to 4:00pm and service will be turned off effective the date of cancellation.

*Please Note: Upon cancellation of your account, your deposit (if applicable) will be applied to the final bill. If a credit balance remains, you will receive a refund check mailed to the mailing address provided above, within 6 to 8 weeks.