



1400 SCHERTZ PKWY, BLD 1 / PH: 210- 619-1000 / FAX: 210-619-1139 / BUSINESSOFFICE@SCHERTZ.COM

DISCONNECTION OF UTILITY SERVICES

Customer Name: _____ Account Number: _____

DL#: _____ TaxID# _____

Service Address: _____

Forwarding Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____ Phone: _____

DATE OF DISCONNECT

_____ **Monday – Friday**

- If there is a deposit on file, the deposit will be applied to the Final bill. Any credit still left on the account will be sent in the form of a check to the forwarding address provided.
- Email or fax this form back to: businessoffice@schertz.com / 210-619-1139 FAX
- Submitting this form does not guarantee services are disconnected until you receive a confirmation of disconnection back via email. If you need a same day disconnection please contact our office at 210-619-1100.

Signature of Primary Account Holder:

_____ Date _____