

**WEST HARRISON WATER SUPPLY CORPORATION**

P.O. Box 1027 5975 Noonday Road  
Hallsville, TX 75650  
(903) 668-2450 office (903) 668-3341 fax

**FINAL READING REQUEST FORM**

(Original notarized copy must be returned to office.)

I, \_\_\_\_\_ am requesting a final reading and discontinuation of service on Account # \_\_\_\_\_ located at service address

\_\_\_\_\_ which I am selling. Closing date is set for \_\_\_\_\_ and the final reading should be taken on \_\_\_\_\_ (cannot be on a Friday). I understand that at the time the final reading is taken, water service will be discontinued.

\_\_\_\_\_  
Member Signature Date

Final Billing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- *Note: If closing date changes, it is your responsibility to notify our office by written note, fax or in person.*
- *Final readings/discontinuation of service will not be done on Friday. If your closing is scheduled for a Friday, the final reading can be taken on Thursday or the following Monday/Business Day.*
- *If Monday is agreed upon, it is understood that water usage could occur over the weekend.*

**ACKNOWLEDGEMENT**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_ known to me to be the person(s) whose name(s) is and (are) subscribed to the foregoing instrument, and acknowledged to me that he (she) (they) executed the same for the purposes and consideration therein expressed.

GIVEN UNDER BY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_.

(Seal) Notary Public in and for \_\_\_\_\_ County, \_\_\_\_\_