



City of Commerce
 1119 Alamo Street
 Commerce, TX 75428
 903-886-1133

DISCONNECT UTILITY SERVICE

The City of Commerce Utilities business hours are Monday through Friday from 8:00 am-4:45 pm. When requesting your disconnect date, please select a date that falls on a weekday. Requests for Saturday or Sunday will automatically be scheduled for the following Monday or next available working day. We normally offer same day service as long as your request is submitted prior to noon on that day. However, we appreciate as much advance notice as possible.

Applicant (s) Name: _____

Account Number: _____

Service Address: _____

AUTHORIZED DISCONNECT

***form must be signed by ALL applicants to process disconnect request**

Disconnect Date: _____

Forwarding Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

I/We do hereby authorize the City of Commerce to make the above listed changes to my/our utility account.

Applicants Name (printed)	Co-Applicants Name (printed)
Last 4 digits of SSN	Last 4 digits of SSN
Signature	Signature
Date	Date

Security Deposit

If you have a security deposit on file, it will be applied to your final bill. If your final bill shows a credit balance, a check will be issued from our finance department and will be mailed within 30 days of your final bill date.