



**REQUEST FOR TERMINATION OF  
TOWN WATER, SEWER AND WASTE MANAGEMENT SERVICES**

**Requests to terminate services can only be accepted from the utility account holder.**

Termination requests can be emailed to [utbilling@blacksburg.gov](mailto:utbilling@blacksburg.gov),  
faxed to 540-951-2180, or called in to the  
office at 540-961-1119 during business hours.

Name on Account: \_\_\_\_\_  
Service Address: \_\_\_\_\_  
Termination Request Date\*: \_\_\_\_\_

**\*PLEASE NOTE:**

- When choosing a termination date, **same day requests will not be accepted.**
- Town offices are closed on weekends and holidays; therefore, terminations must be scheduled for a business day.
- If you are renting, please check your lease before terminating services. Many leasing companies require tenants to leave the utilities on until the lease-end date.

Please provide your forwarding address below for your final bill, and/or any deposit refunds to which you may be entitled. If you prefer to receive your final bill via e-notification, we still need a current physical address to ensure you receive any refund check.

Forwarding Address:  
\_\_\_\_\_  
\_\_\_\_\_

*The undersigned hereby requests the Town of Blacksburg to terminate water, sewage and/or refuse and recycling services at the above service address. By signing the application, the requestor is hereby acknowledging that he/she is the utility account holder for the service address listed on this request form.*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Please note that your request has not been processed unless you receive a confirmation email.  
Please allow 24 hours for response time.**