



CITY OF PUNTA GORDA
BILLING AND COLLECTIONS
126 HARVEY ST
PUNTA GORDA, FL 33950
(941) 639-2528
PGCollections@CityofPuntaGordaFL.com

Utilities Change of Ownership Form

TO BE COMPLETED BY "SELLER"

CURRENT OWNER: _____

Account Number: _____ **Closing Date:** _____

Service Address: _____

Final Billing Address: _____

Name of New Owner: _____

TO BE COMPLETED BY "PURCHASER"

Service Address: _____ **Closing Date:** _____

New Owner Name: _____

Mailing Address: _____

Contact Number: C: _____ **H:** _____

E-Mail Address: _____ **Activate E-billing?** YES OR NO

Bills shall be rendered monthly for all residential and non-residential uses, whether occupied or vacant, situated within the City's service area. Requests for service disconnection or account closure to avoid monthly charges will not be honored. It shall be the responsibility of the property owner to provide written notice of the correct and current mailing address for bills and changes thereto.

Bills not paid within 21 days of the date shown on the bill will incur a penalty of 10%; bills not paid within 40 days, service will be discontinued. Failure to receive bill does not exclude penalty charge.

X _____

Seller/Buyer or Agent Signature

Date

For City of Punta Gorda

Office Use Only

Inside/Outside - SF/MF/CM - No. of Units - Services: WA WW RF

Meter No.: _____

Tech #: _____

Reading: _____

Date: _____