



# CITY OF WEST ORANGE, TEXAS

## Sanitation Account Change Form

Date of authorization: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owner's Mailing Address: \_\_\_\_\_

Property Owner's Email Address: \_\_\_\_\_

Contact telephone # \_\_\_\_\_

Street address of service: \_\_\_\_\_

Is this residence a rental?      Yes      No

Account # (if available) \_\_\_\_\_

By completing and signing this form, I am authorizing the following change(s) to this sanitation account:

Placing it temporarily "on hold" while it is vacant (*I understand that I MUST reactivate service at such time as property is no longer vacant.*)

Remove      Add      the following individual(s) to account:

\_\_\_\_\_  
*(I understand as property owner, however, that I am ultimately responsible for payment of sanitation services.)*

Change Mailing Address to:

\_\_\_\_\_

Reactivation of the account under property owner's name

Stop bank draft payment of account

Stop Service

\_\_\_\_\_  
*Authorization of Property Owner*

**NOTE: A COPY OF YOUR PHOTO IDENTIFICATION MUST BE ON FILE AT CITY HALL IN ORDER TO FINALIZE THIS TRANSACTION. YOU MAY DELIVER IT IN PERSON, MAIL IT, FAX IT (409-882-0652) OR EMAIL IT ([sanitation@cityofwestorange.com](mailto:sanitation@cityofwestorange.com)).**