

EAST JENA WATER SYSTEM

P O Box 155

Jena, LA 71342

email: cnjena@gmail.com

www.ruralws.com > East Jena Water System Section > Disconnect Form

REQUEST FOR METER DISCONNECT FORM

If you would like to have your meter turned off and locked you may do so by completing this form and mailing to the address above or emailing form to the above email address. You will get one final bill and once your balance is zero then any previous meter deposit will be refunded. Please be sure to enter address that you want refunded meter deposit to be mailed to below. If you don't have access to the internet in order to print this form call (318) 316-5438 and we will be glad to mail you this form. We must have a signed form in order to deactivate a meter. The website is www.ruralws.com. The date that we receive will be the date that your account will be deactivated and locked, you cannot predate for an earlier date.

PLEASE FILL OUT THE FORM BELOW COMPLETELY:

YOUR PRESENT ADDRESS AND ACCOUNT NUMBER:

Water System Account#: _____

Full Name: _____

Current Mailing Address: _____

Current Physical Address: _____

City: _____ State: _____ Zip: _____

ADDRESS THAT YOU WANT YOUR DEPOSIT MAILED TO:

Mailing Address _____

City: _____ State: _____ Zip: _____

____ by checking I agree to leave my deposit on file as I plan to return at a later date. No meter deposit refund will be mailed.

By signing below and dating I agree to have my meter deactivated and locked. If I decide to return to this water system at a later date and have been refunded my original meter deposit then I understand that I will have to fill out new application form to have an existing meter reconnected or apply for a new meter to be installed at the price at that time.

Sign Here

Date