

**SUN VALLEY PUBLIC SERVICE DISTRICT  
POST OFFICE BOX 95  
18 SABLE CIRCLE  
REYNOLDSVILLE, WV 26422-0095  
304-623-9609**

Richard Dale, Chairman  
Connor Thompson, Treasurer

Sandra Patterson, Secretary  
Kevin Short, General Manager

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**NOTICE TO DISCONTINUE SERVICE**

I am requesting **Sun Valley PSD** to discontinue all services at the following address

\_\_\_\_\_.

Discontinue \_\_\_\_\_ Service \_\_\_\_\_ date: \_\_\_\_\_

\_\_\_\_\_.

Current date: \_\_\_\_\_.

\_\_\_\_\_  
(Customer Signature)

\_\_\_\_\_  
(Account Number)

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

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**\*\* PUBLIC SERVICE COMMISSION RULE # 4.1.e.2 \*\***

The Customer shall remain liable for water furnished to said premises until  
he/she has given notice in writing to the utility to discontinue water service.

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Work Order Number: \_\_\_\_\_

Deposit Number: \_\_\_\_\_

Completed By: \_\_\_\_\_