

## DISCONNECTION OF UTILITY SERVICES

Account Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Service Address: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### DATE OF DISCONNECT

\_\_\_\_\_  
**Monday – Friday**  
(24 hour notice required)

- If there is a deposit on file, the deposit will be applied to the Final bill. Any credit remaining on the account will be sent in the form of a check to the forwarding address provided.
- Disconnection of services can be anytime between 8:00 a.m. - 5:00 p.m. on the requested date (Monday-Friday and excluding NBU holidays).
- The completed form can be emailed to [customerservice@nbutexas.com](mailto:customerservice@nbutexas.com) or faxed to 830.629.2119.
- If a disconnection is requested by email, submitting this form does not guarantee services are scheduled for disconnection until you receive a confirmation email.

Name and title of person completing this form:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title (Commercial Only)

\_\_\_\_\_  
Date

\_\_\_\_\_  
NBU Representative Signature

\_\_\_\_\_  
Date