# CITY OF SAN LUIS
# BILLING & COLLECTIONS DIVISION
(Water-Sewer-Garbage Services)

# OUT OF TOWN AFFIDAVIT

Name: _____ Acct. No.: _____
Last First M.I.

Service Address: _____
City State Zip

Phone: _____

Mailing Address: _____
City State Zip

E-mail Address: _____

This is to certify that I/we will be out of the city for the months of _____ through _____; therefore, I/we will not be using the service of garbage collection and/or sewer disposal. I/we authorize an inspection, if an inspection is necessary to verify that no one is occupying residence and services are not being used during the above-specified time.

**Important Note**: *Per City Ordinance No. 132, Sec. 2(D): Persons vacating their residence or business for longer than three (3) months may sign an affidavit of vacancy with the city in order to abate the monthly fee during their absence. Failure to notify the city upon return and resumption of the monthly fee will result in payment of the abated fees and forfeiture of any future waiver of fees.*

_____ _____
*Account Holder Signature Date

*Signature has to be same as on utility contract.

* Customer was advised that it is his responsibility to notify the city when the trailers are occupied and unoccupied.

Owner Occupied: ☐
Rental Property: ☐

Please make sure to notify our office if you return before date indicated to have your services restored.

P.O. BOX 3750 | 1090 E UNION ST | SAN LUIS, AZ 85349 | PHONE (928) 341-8570 | FAX (928) 341-8549
Office Hours: Monday ~ Thursday 7:00am ~6:00pm
www.cityofsanluis.org or www.xpressbillpay.com