



# BOARD OF PUBLIC WORKS

CITY OF HANNIBAL

OFFICE 573-221-8050  
FAX 573-221-7522  
[www.hannibalbpw.org](http://www.hannibalbpw.org)

## ELECTRIC, WATER AND SEWER DEPARTMENTS

3 INDUSTRIAL LOOP DRIVE • PO BOX 1589 • HANNIBAL, MISSOURI 63401-1589

## REQUEST FOR OWNER LEAVE ON

TO: HANNIBAL BOARD OF PUBIC WORKS

I will be responsible for the electric, water, and /or sewer usage at the location(s) listed below. When a tenant moves out, these services will automatically be put into my name, provided that a normal request for disconnection has been requested.

Note: If the tenant has been disconnected for non-payment, an attempt will be made by the Board of Public Works to contact the owner, provided they have given us a local phone number they can be contacted by. If, at this time we are unable to contact the owner the services will remain off until the owner notifies the Board of Public Works.

By signing this request, the property owner is responsible to contact the Board of Public Works if the property is sold, transferred, or vacated.

Customer Name: \_\_\_\_\_

Customer Signature: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Service Location(s) Address: \_\_\_\_\_

\_\_\_\_\_

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