



**ELDORADO AREA WATER & SANITATION DISTRICT**  
2 North Chamisa Drive, Suite B • Santa Fe, NM 87508 • (505) 466-1085

**REQUEST FOR FINAL READING / TRANSFER OF ACCOUNT**

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

**REQUESTOR'S INFORMATION:**

I \_\_\_\_\_ WILL BE LEAVING THE FOLLOWING ADDRESS

Name

Property Address

ON \_\_\_\_\_

Date Leaving

I AM REQUESTING A CLOSING OF ACCOUNT # \_\_\_\_\_ AND A TRANSFER FROM MY NAME.

**PLEASE SEND THE FINAL BILL TO:**

**BY MAIL**

**VIA EMAIL**

\_\_\_\_\_ Name

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

\_\_\_\_\_ City, State

\_\_\_\_\_ Zip

I CAN BE REACHED BY TELEPHONE AT: \_\_\_\_\_

EMAIL: \_\_\_\_\_

\_\_\_\_\_  
REQUESTOR'S SIGNATURE

\_\_\_\_\_  
DATE

*To the best of my knowledge, the next occupant will be:*

\_\_\_\_\_

**FOR ELDORADO AREA WATER & SANITATION DISTRICT USE ONLY:**

W/O [ ]

OLD ACCOUNT: \_\_\_\_\_

DATE FINALIZED: \_\_\_\_\_ BY: \_\_\_\_\_