

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

E-Mail: [sunvalleypsd@sunvalleypsd.com](mailto:sunvalleypsd@sunvalleypsd.com)  
Website: [sunvalleypsd.com](http://sunvalleypsd.com)

Richard Dale, Chairman  
Connor Thompson, Treasurer

Sandra Patterson, Secretary  
Kevin Short, General Manager

**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: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

**\*\* PUBLIC SERVICE COMMISSION RULE # 6.1.5.b \*\***

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

\*\*\*\*\*

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

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

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