



CONCORD PUBLIC WORKS, WATER AND SEWER DIVISION
135 Keyes Road, Concord, MA 01742 Phone (978) 318-3250 Fax (978) 318-3204

APPLICATION FOR TERMINATION OF SERVICE

APPLICATION PROCEDURE

Please read the following:

1. A written application, **signed by the property owner**, must be submitted to Water and Sewer Division a minimum of two days in advance of the requested termination and final meter reading.
2. Submittal of a signed application will result in shutting off the service and termination of the billing account including assessment of a \$50 shut-off fee along with the final billing for usage.
3. ***A service can only be re-established with the submittal of a request for a new service which includes applicable submittals, reviews, fees and inspections.***
4. All information requested below must be complete.

Service Location _____

Reason for Requesting Termination of Service _____

Date Requested for Termination of Service _____

Property Owner:

Owner Representative:

Name _____

Name _____

Address _____

Address _____

Day time phone # _____

Day time phone # _____

AGREEMENT

The undersigned hereby certifies under penalty of perjury that **no one will continue to live in the building past the date when termination of service is requested**, and that he/she has read and examined this application and that the information provided accurately represents the statements made in this application. The undersigned hereby agrees to conform to all rules and regulations established by the Public Works Commission.

Signature (Owner) _____ **Date** _____

For Official Use Only

Meter Number: _____ Account Number: _____

ERT Number: _____ **Final Meter Reading: (ISR)** _____

Date: _____ Turn off fee - \$ 50.00



CONCORD PUBLIC WORKS

Water & Sewer Division

135 Keyes Road

Concord, Massachusetts 01742

TEL: 978-318- 3250 FAX: 978-318- 3204

To: Water/Sewer Service Customer

RE: Significant Construction Activities
Water/Sewer Service Replacement Requirements

Dear Customer:

Please be advised that water and sewer services greater than 50 years in age must be replaced /rehabilitated from the structure to the main when significant site redevelopment/improvements are proposed. In accordance to a policy established by the Public Works Commission, significant site redevelopment/improvements is realized if any of the following three thresholds are meet:

1. The scope of work requires the structure receiving water/sewer service to become unoccupied,
2. The scope of work will result in a 50% increase in gross floor area to the existing structure, or
3. The estimated value of the construction work will be equal to or exceed \$200,000.00

If you proceed with your planned construction and the structure becomes unoccupied, the existing water and sewer service **must** be terminated. If water service is required for construction purposes, you or your contractor may apply for temporary water service. When construction activities are completed, you may apply to re-establish the municipal water/sewer service, subject to all applicable rules and regulations.

For information on the age of your service connection(s), questions about the termination of service process, including what additional work may be required for you to reestablish your service after termination, please contact the Water and Sewer Division at 978-318-3250.

Respectfully,

Jeffrey A. Murawski, P.E., Superintendent
Water & Sewer Division
Concord Public Works

Received by: Name (Printed) _____

Company/Owner _____

Signature _____

Date Issued: _____

Address: _____