



POLK COUNTY UTILITIES

AUTHORIZATION FOR NAME CHANGE FORM

Physical Address: 1011 JIM KEENE BLVD, WINTER HAVEN, FL 33880

Mailing Address: PO BOX 2019, BARTOW, FL 33831

Customer Service: (863) 298-4100

Send this information via e-mail to: UtilitiesNewServices@Polk-County.net or fax to (863) 298-4111

Date: _____

Re: Service Address: _____ Account #: _____

Please let this letter serve as authorization to transfer the deposit of \$ _____ in the name of _____, located at _____

to _____

I, _____, accept responsibility for the service, as well as the deposit and all billings (past due, current and future). Our signature, as well as the notarization at the bottom of this page, gives Polk County Utilities the authority to change the name on this account as of this date.

Signed: _____ Date of Birth: _____ Driver License #: _____
Signature Must Be Signed in Front of a Notary Public

Signed: _____ Date of Birth: _____ Driver License #: _____
Signature Must Be Signed in Front of a Notary Public

NOTE: NOT VALID UNLESS NOTARIZED

State of: _____

County of: _____

The forgoing instrument was acknowledged before me this _____ by _____,
(Name of Original Utility Customer)

and _____, who is personally known to me or who has produced
(Name of Utility Customer Transferee)

_____ as identification(s).

Notary Public Signature

Serial #

Expiration Date

Original Signed & Notarized Authorization Form Must be Sent to Polk County Utilities



POLK COUNTY UTILITIES

NAME CHANGE APPLICATION FOR WATER AND/OR SEWER SERVICE

Physical Address: 1011 JIM KEENE BLVD, WINTER HAVEN, FL 33880

Mailing Address: PO BOX 2019, BARTOW, FL 33831

Customer Service: (863) 298-4100

Send this application via e-mail to: UtilitiesNewServices@Polk-County.net or fax to (863) 298-4111

Instructions: The following information is needed to establish your account with Polk County Utilities Department. Read and complete the information below. **Indicate exactly how you would like the name on the account (1 name only)**

****Important Note: A copy of a valid State issued Picture I.D. and credit or debit card information (Visa, MasterCard or American Express) must accompany this completed application. Checks should be made payable to Polk County Utilities.**

Please Print Legibly

Customer Name: _____

Only ONE person's name can be listed on the Utility Account

Service Address: _____ City: _____ Zip: _____

(Please verify address is correct as additional charges could be incurred for corrections and or trip charges)

Mailing Address (if different): _____

City: _____ State: _____ Zip: _____

Driver's License #: _____ Issuing State: _____

Local Phone #: _____ Cell Phone #: _____

Date of Birth: _____ Spouse's Name: _____

Number of Occupants: _____ Purchase or Lease Date: _____

Date for Service to Begin: _____

Are you or your spouse a current or previous customer of Polk County Utilities? ☐ **Yes** ☐ **No** If yes, provide

service address or account #: _____ Email Address: _____

Polk County Utilities **does require a deposit to establish an account** with the Department. The deposit is non-negotiable or transferable between individuals. By this application the customer recognizes that Polk County Utility Department is not responsible for loss or damage as a result of initiating service. It is further understood, failure to pay Polk County Utilities for services rendered could result in interruption of service and all associated fees would be required to reinstate said service. The Department reserves the right to assess late fees for payments rendered after the due date. Unfortunately, we are unable to provide the exact time of service connection.

Signature: _____ Date: _____

Signature is Required on this Application

Owner: _____ Tenant: _____ If Agent, Print Name: _____ Phone # _____

Blanket Deposit Master Account # (if applicable): _____

Credit Card #: _____ Expiration Date: _____

Provide the CVV code on the front or the back of the Credit Card: _____

FOR OFFICE USE ONLY

CUSTOMER ID: _____ LOCATION ID: _____ CSR: _____

<input type="checkbox"/> Phone	_____ Water
<input type="checkbox"/> Mail	_____ Sewer
<input type="checkbox"/> Office	_____ NAF (Non-refundable Fee)
<input type="checkbox"/> Fax	_____ SDS (Non-refundable Fee)
<input type="checkbox"/> Drop Box	_____ AH
<input type="checkbox"/> Transfer Existing Customer	Initial WF _____
<input type="checkbox"/> Blanket Deposit	Force Off WF _____
<input type="checkbox"/> Credit Card	Reuse WF _____