

**CITY OF IMPERIAL
WATER SERVICE ORDER**

Acct. No. _____

Date of:

ON _____ **OFF** _____

Location: _____

Name: _____

Mailing: _____

Deposit:\$ _____

Signature: _____

Date: _____

For Office Use Only

Completed by: _____

Date: _____ Time: _____

Meter Reading: _____

Meter ID #: _____

For same day service, this Water Service Order must be received in our office no later than 12:00 p.m., otherwise it is not guaranteed service until the next working day or until the date indicated. Please be sure to circle if this Water Service Order is for an ON or an OFF of services.

All ON's must be accompanied by the APPLICATION FOR WATER SERVICE, otherwise your request will not be processed until the application is received.

This Water Service Order can be sent via the following:

Fax: (760) 355-4718

Email: sredfern@cityofimperial.org

Mail: 420 South Imperial Avenue

Imperial, CA 92251

Attn: Utility Billing Department

If you should have any questions pertaining to this Water Service Order, please contact Sandra Redfern at (760) 355-1247.

Please Note: If a deposit is required, it must be received in our office prior to the service being turned ON. For your convenience, our office accepts credit card payments over the phone at no additional charge.

If this request is for new service once your services are established, you may be interested in our on-line payment services by registering at www.cityofimperial.org. The services available on-line are access to view your account (including history information), processing of credit card payments, and the autopayments. For your convenience the autopayments are automatically processed on the 15th of each month for the current services.

Thank you from the Utility Billing Department!