



The Town of Fairview is prohibited from altering or removing a name from an account until the matter is settled or a decision is reached by the court regarding Property and Utility account possession.

In the event of a death you will send us a copy of the Death certificate with a written request to change the name. A new application is most helpful in giving this information.

Once your divorce is either finalized, dismissed or the Court provides further direction concerning the utility account the Town can complete your request.

The front page, which states the name of the subjects involved in the matter, the last page signed by the judge, and the page that assigns ownership of the Utility deposit (found in the paragraph that assigns owner property of each subject)

Since we don't have any detailed information which identifies you listed on the account, please complete the Customer Service change request form that is listed on our web-page under water and trash. You must submit the legal documents plus the Customer Service change form request form in order to complete your request.

Utility Billing Department CHANGE TO ACCOUNT FORM

372 TOWN PLACE
FAIRVIEW, Texas 75069

Email address:
utilitybilling@fairviewtexas.org

FINAL ACCOUNT (MOVING) **PLEASE PROVIDE DATE AND FORWARDING ADDRESS**

Date to discontinue Service _____

Forwarding Address _____

CHANGE MAILING ADDRESS- **PLEASE PROVIDE EFFECTIVE DATE AND NEW MAILING ADDRESS**

Effective Date _____

Mailing Address _____

CHANGE EMAIL ADDRESS- PLEASE PROVIDE EFFECTIVE DATE AND NEW EMAIL ADDRESS

Effective Date _____

Email Address _____

CHANGE PHONE NUMBERS -**PROVIDE NAME OF PHONE CONTACT & NUMBER**

Name _____

Phone Number _____

CHANGE TO ACCOUNT NAME OR RESPONSIBLE PARTY ON THE ACCOUNT:

Name _____

IF CHANGE IS DUE TO MARRIAGE, COPY OF MARRIAGE LICENSE IS NEEDED ALONG WITH THE REQUEST. PLEASE CHECK WITH US AFTER THE REQUEST IS SUBMITTED TO BE SURE ALL CONTACT INFORMATION IS UP TO DATE.

Signature _____

Date _____

IF CHANGE IS DUE TO DEATH OR DIVORCE: Please provide a death certificate (with named survivor) or court papers to show that the ownership of the utility deposit has changed.

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Please submit a copy of your valid state issued ID

Account number: _____

Current Mailing Address: _____

Email: _____

Phone: _____

Driver's License number: _____