



Temporary Water Shut Off and Lock Request

Return form to: Finance Customer Service • Ph: 253-856-5201 • Email: CustomerService@KentWA.gov
Mail: 220 4th Ave S, Kent, WA 98032 • In-Person: 400 W Gowe, Kent WA 98032, 1st floor
Fax: 253-856-6200

Owner Name	Service Address	Account Number
Owner Email Address	Owner Phone Number	
I, as legal owner of the property described above, request that the water meter at the above address be shut off and locked effective:		
Requested Turn Off and Lock Date:		

I am requesting to have the meter locked off because this property will be vacant for 30 days or more.

I understand that it will be my responsibility to contact the City of Kent Customer Service Department at least three business days in advance of the date I would like the lock removed and the water turned back on. The request for turn on should be made by email to CustomerService@KentWA.gov and include the account number, service address, and requested turn on date.

The fees associated with this request will be added to the utility account no later than the following month in which the turn off and lock request was made.

By signing this form, I certify that if this is a residential property, there are no renters residing at this property, and that the house is vacant or will be vacant for 30 days or more after the shut off request date. I understand that RCW 59.18.300 makes it unlawful for a landlord to intentionally cause termination of a residential tenant's utility services. I understand that I may be liable for damages sustained by the tenant, and I agree to hold the City harmless for any claims resulting from the termination of this service.

Owner Signature

Date