



## Turning Service On and Off

### Turning the Water On

To begin service, transfer service, or restore seasonal service at your residence or business you will need to go to the Combined Utilities office located at 525 High Street. To reduce wait time, you may print and complete the New Service Application and bring with you.

We will visit your residence or business to read the meter and start your billing with an actual reading. This also applies for seasonal accounts. Activation of new service and or transfer of service may require a deposit, signed lease agreement, and photo identification. Deposits may be refunded once you have established a satisfactory credit history.

### Turning the Water Off

To stop or transfer service when you are moving, or to shut off seasonal service, you will need to go to the City of Paris Combined Utilities office located at 525 High Street. Make sure to allow a couple of days before you want the service stopped. This will enable us to take a final and accurate meter reading and ensure that you are only charged for water used.

Be ready to tell us the date service should be stopped, to arrange for a final meter reading, and to provide us with your final billing address. Please bring your new service address, billing address, and telephone number with you.