



CITY OF PUNTA GORDA  
 BILLING AND COLLECTIONS  
 126 HARVEY ST  
 PUNTA GORDA, FL 33950  
 (941) 639-2528  
 FAX: (941) 575-5042  
 PGCollections@CityofPuntaGordaFL.com

**Utilities Change of Ownership Form**

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**TO BE COMPLETED BY "SELLER"**

**CURRENT OWNER:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_ **Closing Date:** \_\_\_\_\_

**Service Address:** \_\_\_\_\_

**Final Billing Address:** \_\_\_\_\_

**Name of New Owner:** \_\_\_\_\_

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**TO BE COMPLETED BY "PURCHASER"**

**Service Address:** \_\_\_\_\_ **Closing Date:** \_\_\_\_\_

**New Owner Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Contact Number: C:** \_\_\_\_\_ **H:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_ **Activate E-billing?** YES OR NO

Bills shall be rendered monthly for all residential and non-residential uses, whether occupied or vacant, situated within the City's service area. Requests for service disconnection or account closure to avoid monthly charges will not be honored. It shall be the responsibility of the property owner to provide written notice of the correct and current mailing address for bills and changes thereto.

Bills not paid within 21 days of the date shown on the bill will incur a penalty of 10%; bills not paid within 40 days, service will be discontinued. Failure to receive bill does not exclude penalty charge.

X \_\_\_\_\_  
 Seller/Buyer or Agent Signature                      Date                      For City of Punta Gorda

**Office Use Only**

Inside/Outside - SF/MF/CM - No. of Units - Services: WA WW RF

**Meter No.:** \_\_\_\_\_ **Tech #:** \_\_\_\_\_

**Reading:** \_\_\_\_\_ **Date:** \_\_\_\_\_