

VILLAGE OF OXFORD

REQUEST FOR RECORDS CHANGE

TODAYS DATE _____ ACCOUNT NO. _____

EFFECTIVE DATE _____ SERVICE ADDRESS _____

I, being the New Owner/Former Owner/Renter, request the Village of Oxford make the following change of record.

- () Name Change Only Old: _____ New: _____
- () Address Change Only: Old: _____ New: _____
- () Balance on Acct: _____
- () Water & Sewer Turn Off: _____ Date: _____
- () Water Turn on Fee: _____ Date: _____
- () Final Water Reading _____ Ownership Change _____ Renting _____ Other _____

Send Bill/Final to:

New Owner:

Person requesting change (Signature)

New Owner/Renter (Signature)

Person requesting change (Printed)

New Owner/Renter (Printed)

Address

Address (If different than service address)

City _____ State _____ Zip Code _____

City _____ State _____ Zip Code _____

Phone Number _____

Phone Number _____

Drivers License Number _____

Drivers License Number _____

Office Use Only

Current Water/Sewer Units _____ Change Water/Sewer Units _____