

**KENT COUNTY WATER AUTHORITY
BUILDING DEMOLITION REQUEST FORM**

ACCOUNT #:	SINGLE FAMILY: []	DATE:
SERV ADD:	COMMERICAL : []	FINAL READ:
	FIRE LINE : []	
REQUIRED INFORMATION		
CONSTRUCTION COMPANY REQUESTING DEMO		PROPERTY OWNER INFORMATION
NAME:	NAME:	
ADDRESS:	ADDRESS:	
CITY, STATE, ZIP	CITY, STATE, ZIP:	
PHONE:	PHONE:	
EMAIL:	EMAIL:	
SIGNATURE:	SIGNATURE:	

CUSTOMER REUSING SERVICE: YES [] NO []

- | | |
|--|-------------|
| 1. APPOINTMENT TO CONFIRM WATER IS OFF | DATE: _____ |
| 2. APPOINTMENT TO INSPECT CUT/CAP OF CURB STOP (this cut & cap is after the curb box on the customer side) | DATE: _____ |

DOCUMENTS NEEDED TO SUBMIT DEMO REQUEST

NOTES: _____

[] NEW SERVICE APPLICATION SUBMITTED

[] WRITTEN TIMELINE FROM CONTRACTOR

DO NOT ACCEPT THIS FORM IF YOU HAVE NOT COLLECTED THE REQUIRED DOCUMENTS!

CUSTOMER DOES NOT INTEND TO REUSE SAME SERVICE: YES [] NO []

- | | |
|---|-------------|
| 1. APPOINTMENT TO CONFIRM WATER IS OFF | DATE: _____ |
| 2. APPOINTMENT TO INSPECT CUT/CAP OF CURB STOP & REMOVAL OF CURB BOX (this cut & cap is at the main in the street AND MUST OCCUR BEFORE THE DEMO) | DATE: _____ |
| 3. DEMO WILL OCCUR | DATE: _____ |

DOCUMENTS NEEDED TO SUBMIT DEMO REQUEST

NOTES: _____

[] ROAD OPENING PERMIT

[] WRITTEN TIMELINE FROM CONTRACTOR

DO NOT ACCEPT THIS FORM IF YOU HAVE NOT COLLECTED THE REQUIRED DOCUMENTS!

KCWA OFFICE USE

<div style="display: flex; flex-direction: column;"><div>[] ALL CHARGES HAVE BEEN ADDED TO ACCOUNT</div><div>[] ALL CHARGES HAVE BEEN PAID</div><div>[] ACCOUNT HAS BEEN NOTED & PUT IN X CYCLE (IF REUSING SERVICE)</div><div>[] ACCOUNT HAS BEEN REMOVED OF PUT IN P CYCLE (IF NOT REUSING)</div><div>[] INFORMATION HAS BEEN PUT IN DEMO DATABASE</div><div>[] APPROVAL LETTER MAILED TO TOWN/CITY, OWNER AND CONTRACTOR (ALSO SCAN A COPY IN)</div><div>[] GIVE A COPY TO SHELBY TO UPDATE GIS</div></div>	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 60%;">OUTSTANDING CHARGES DUE:</td><td></td></tr><tr><td>DATE OF LAST BILL:</td><td></td></tr></table> <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 60%;">WATER CONSUMPTION:</td><td></td></tr><tr><td>WATER PROTECTION:</td><td></td></tr><tr><td>OTHER CHARGES: (NOT READY FEE \$50)</td><td></td></tr><tr style="background-color: yellow;"><td>TOTAL CHARGES DUE:</td><td></td></tr></table>	OUTSTANDING CHARGES DUE:		DATE OF LAST BILL:		WATER CONSUMPTION:		WATER PROTECTION:		OTHER CHARGES: (NOT READY FEE \$50)		TOTAL CHARGES DUE:	
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*APPROVAL LETTER WILL ONLY BE GENERATED ONCE ALL DOCUMENTS ARE RECEIVED AND ALL CHARGES HAVE BEEN PAID ON THE ACCOUNT