



FINANCE DEPARTMENT

1420 Miner Street

Des Plaines, IL 60016

P: 847.391.5300

desplaines.org

REQUEST FOR NAME CHANGE FOR WATER & GARBAGE BILLING

Please fill out this form if you wish to change the name on your utility billing account. If your request is for a final bill, please fill out the "Request for Final Bill" form. If your request is to establish a new account, please fill out the "New Resident Request" form.

Please Print

Account Number: _____ Date of Request: _____

Requestor: _____ Owner Tenant

Contact Phone Number: _____

Service address: _____

Current Name on Account: _____

Change Name to: _____

Reason for Request:* _____

Signature of Requestor: _____ Date: _____

*Mail this form to City of Des Plaines, Utility Billing, 1420 Miner Street, Des Plaines, IL 60016
or Fax to: 847.391.5402*

Office Use Only

Date: _____ Initial: _____