



FINANCE DEPARTMENT

1420 Miner Street

Des Plaines, IL 60016

P: 847.391.5300

desplaines.org

REQUEST FOR BILLING ADDRESS CHANGE FOR UTILITY BILLING

Please fill out this form if you wish to change the billing address on your utility account.

Please Print

Account Number: _____

Service Address: _____

Requestor: _____ Owner Tenant

Current Billing Address: _____

New Mailing Address: _____

Reason for Change*: _____

Contact Phone Number: _____

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: _____