



City of Baxter
PO Box 2626
13190 Memorywood Drive
Baxter, MN 56425
Phone (218) 454-5100
Fax (218) 454-5103
www.baxtermn.gov

TERMINATION OF UTILITY SERVICE COMMERCIAL

Today's date ___/___/___
Last day you are responsible for account ___/___/___
Service address _____ Suite # _____

Select One:

- I sold this building
I was leasing this building and now the bill will be sent to the owner or new tenant
I still own the building and am leasing it out to a tenant (please answer question below)

If you are leasing to a tenant, would you like monthly copies of their utility bill?
Yes No

The property owner is ultimately responsible for the water and sewer bills on the property. You will automatically receive copies of delinquent letters and disconnection notices.

CURRENT ACCOUNT INFORMATION

Business Name _____
Contact Person _____ Phone (____) ____ - ____
Forwarding Address _____

NEW OWNER/TENANT INFORMATION

Business Name _____
Contact Person _____ Phone (____) ____ - ____
Billing Address _____
Phone (____) ____ - ____

Signature _____ Date _____

Printed Name _____
Relationship to Business _____