



## COMMISSIONERS OF LEONARDTOWN

22670 Washington Street  
P. O. Box 1  
Leonardtown, Maryland 20650  
(301)475-9791 \* Fax (301)475-5350  
jackie.post@leonardtownmd.gov

Mrs. Jackie Post  
Fiscal Clerk  
Commissioners of Leonardtown  
P.O. Box 1  
Leonardtown, MD 20650

Re: Property Address: \_\_\_\_\_

Utility Account No.: \_\_\_\_\_

Dear Mrs. Post:

I request that the following service(s) be discontinued at the above property on \_\_\_\_\_ and remain inactive until \_\_\_\_\_ or further written notice:

- \_\_\_\_\_ Water & Sewer
- \_\_\_\_\_ Bay Restoration Fee (can only be inactive if water and sewer are inactive)
- \_\_\_\_\_ Trash Service

Discontinuing water service means the water will be turned off. Leaving the water on could result in usage which would require payment of the minimum water, sewer and Bay Restoration fees.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_