



# Town of Randolph

Town of Randolph Water Department  
72 Main St. Randolph, NY 14772  
Telephone: 716-358-9701 / 716-490-0574  
Fax: 716-358-5572

## Water Account Change Authorization

**Please submit this form at least 2 business days prior to requested date of change.**

ADDRESS: \_\_\_\_\_

Account Number: \_\_\_\_\_

Name of OWNER **selling/moving out**: \_\_\_\_\_

Phone # \_\_\_\_\_

**REQUESTED DATE OF FINAL READING**: \_\_\_\_\_

Address to send final bill: \_\_\_\_\_  
\_\_\_\_\_

Name of OWNER **buyer/moving in**: \_\_\_\_\_

Phone # \_\_\_\_\_

Address to send water bills: \_\_\_\_\_  
\_\_\_\_\_

**PROPERTY OWNER SIGNATURE**: \_\_\_\_\_

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

**\*\*PROPERTY OWNERS ARE RESPONSIBLE FOR ANY UNPAID WATER OR FEES ON THE ACCOUNT.**

**FOR OFFICE USE ONLY:**

METER# \_\_\_\_\_ MXU# \_\_\_\_\_ LAST READING \_\_\_\_\_

FINAL READING \_\_\_\_\_ NOTES: \_\_\_\_\_