



**Aqua Ohio Wastewater, Inc.**  
**32 Private Dr 11100**  
**Chesapeake, OH 45619**  
**Email: [OHVacancy@aquaamerica.com](mailto:OHVacancy@aquaamerica.com)**

## **VACANCY CREDIT REQUEST FORM**

A vacancy credit is defined in the Aqua Ohio Wastewater tariff, Section 3-1 Original Sheet No. 6 as, *a credit applied to residential accounts when the residence is vacant for a period of at least 30 days. Written monthly verification is required from the property owner.*

**Please complete, sign, and return this form to Aqua at the above address.**

A review of this completed form will determine if a credit can be granted. If your request is denied, you will be notified.

If approved, the credit will appear on your billing statement. Please allow two billing cycles for the credit to appear on your bill. The possibility of a vacancy credit will not prevent collection action on past due balances.

Customer Name: \_\_\_\_\_  
(Please Print)

Service Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

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

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

Vacancy Start Date: \_\_\_\_\_ Vacancy End Date: \_\_\_\_\_

**Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_