

## Account Updates

In order to assure that your account information is up-to-date, we ask that you notify us immediately if you:

- Move
- Change Your Telephone Number
- Change Your Name
- Change Your Mailing Address
- Are a Landlord and Have a Change in Tenants
- Change Ownership (Due to Inheritance, etc.) Important!Â

If you move, we will need to prepare a final bill and close your account so that you will not be charged for water consumption after you move. Please remember to contact us to obtain a final meter reading before you vacate the premises.

You will be liable for all water usage until a final reading is obtained and your account is closed, so please remember to call us at (516) 327-4100.