



**CANCELLATION NOTICE - DEFAULT CUSTOMER AGREEMENT**

LANDLORD/DEFAULT CUSTOMER Name: \_\_\_\_\_

As the owner/property manager/landlord (Landlord) of the below described property (hereinafter referred to as “property and/or rental unit(s)), I am requesting cancellation of my designation as the Default Customer of these properties and am terminating any *Default Customer Agreement (Agreement)* that I may have entered into with City of Lubbock Utilities (CoLU).

I understand that by terminating the *Agreement* the utility services at the property will be disconnected within ten (10) business days if the property is currently being provided utility service pursuant to the *Agreement*. Furthermore, I understand that CITY of Lubbock Utilities will have ten (10) business days from the day City of Lubbock Utilities receives this cancellation notice to disconnect utility services from the property and that I will be responsible for paying all utility services provided until such service is disconnected.

In the event utility service at the property is being provided to a tenant or other third party (other than myself), I understand that once that utility service is terminated either by the tenant or City of Lubbock Utilities, City of Lubbock Utilities may terminate utility service to the property without notice to me.

I further understand that any tenant of the property being provided utility service by City of Lubbock Utilities may start or stop the utility service with City of Lubbock Utilities at the property and City of Lubbock Utilities **will not** notify me that such utility service has been started or stopped at the property.

I hereby represent and warrant that I have the authority to cancel the *Agreement* and City of Lubbock Utilities may rely on this cancellation for the purposes stated herein.

Property/Rental Units Covered by this cancellation (provide list – add attachments if necessary):

\_\_\_\_\_  
Name on Account (please print or type)

\_\_\_\_\_  
Customer ID Number (First 7-digits CoLU. #)

\_\_\_\_\_  
Daytime Phone Number (area code) xxx-xxxx

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

\_\_\_\_\_  
Email

\_\_\_\_\_  
City                      State      Zip

\_\_\_\_\_  
Name of Authorized Representative

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Print and mail to: CITY OF LUBBOCK UTILITIES, Account Support, P.O. Box 10541, Lubbock, TX 79408-3549;  
or FAX to: 806-741-1069**