



Town of Stedman  
Lockbox Request Form

NAME: \_\_\_\_\_

ADDRESS TO LOCK DOWN: \_\_\_\_\_

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

I, \_\_\_\_\_ understand that I have requested for my tap to be locked down. To do this, I must pay my account in full including my final bill and a \$25.00 disconnection fee. I understand that I will no longer be billed on the tap once it's locked down. Should I ever want to have the tap reconnected, I understand I will have to pay a \$50.00 reconnection fee.

The person requesting for the tap to be locked down must be the owner of the property.

If you have any questions, please call the Town Hall at (910)323-1892.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

REASON FOR LOCKING DOWN

TAP: \_\_\_\_\_  
\_\_\_\_\_