



Request for Disconnection / Reconnection of Water Supply / Collateral Deposit Refund

I, the legal * owner / occupant of the following premise hereby request for * disconnection of water supply / reconnection of water supply / collateral deposit refund.

Effective Date : _____ NRIC Number : _____

Consumer Name : _____ Water Supply Account Number: _____

Telephone Contact : _____

Full address of the Premise : _____

Mailing Address : _____

Consumer Signature : _____ Customer Service Initial : _____

Date: _____ Date: _____

Part II – For Disconnection of Water Supply & Collateral Deposit Refund Only

Date Process: _____

- Please deduct the final bill and all the outstanding bills amount, if any, from my Collateral Deposit and refund the balance to me. I undertake to settle the balance of the outstanding amount if the deposit is not sufficient to cover the bills.
- I confirm that the deposit bill has been misplaced and I do hereby certify that, I shall have no further claims from LAKU after the deposit has been refunded to me.
- Please do not refund the collateral deposit and send me the final bill to the above mailing address for my settlement.

Part III – For Reconnection of Water Supply Only

Collateral Deposit : _____ Paid on : _____

Bill Number : _____ Receipt Number : _____

Outstanding bills : _____ Paid on : _____

(For Office Use Only)

ACTION TAKEN	ACTION BY	SIGNATURE	DATE
Date application received			
Consumer's request	* Approved / Not Approved		
Date Water Meter *Disconnected / Reconnected	Customer Service		
Water Meter Number			
* Final / Initial reading on meter is:			
Deposit Amount (RM)	Billing Section		
Outstanding Bills Amount (RM)			
Final Bill Amount (RM)			
Collateral Deposit Number	Account Section		
Amount Collateral Deposit to be Refund (RM)			
Amount Refunded			
PV / PCV / JV Number			
Consumer Status updated on	Billing Section		

Remarks: _____

* Delete whichever not applicable