



### **How do I terminate my utility services?**

Utility services can be terminated over the phone by contacting the City Office at 801-423-2770 extension 203, anytime between the hours of 7:30 a.m. to 5:30 p.m. Monday through Thursday and Friday from 7:30 a.m. to 12 p.m.

### **When can I terminate my utility services?**

Requests for termination received after 10 a.m. will be processed the following business day.

#### **Property Owners:**

We have found that the projected closing date often changes, therefore you will need to wait until after you sign your closing documents to contact us.

#### **Tenants:**

We will terminate your services and put them back in the landlord's name (If they have a current Landlord Agreement with Salem City). If your requested termination date is on a weekend or holiday then the services will be put back in the landlord's name on the next business day.

### **When will I receive my final bill?**

Your final bill will be mailed to you in approximately one week of your termination date. If your account was set up on ACH Autopay your final bill will be automatically deducted from your bank account.