



CITY OF POOLER
UTILITY BILLING DEPARTMENT
100 US HWY 80 SW,
POOLER, GEORGIA 31322
PHONE: 912-748-4800
UTILITYBILLING@POOLER-GA.GOV

Contact Name/Mailing Address Change Form

Please fill out this form to make any changes to the contact information in your utility account. (This form shall not be used to transfer services to a new tenant/owner.) Forms are accepted via email, mailed or in person at City Hall.

Account Number: _____

Service Address: _____

Current Name: _____

Phone Number: _____

E-Mail: _____

If requesting to change Mailing Address, please complete this section:

New Mailing Address: _____

If requesting to change contact name, please complete this section:

New Name: _____

(Please provide any documentation with the new name. I.E: Driver's License, Marriage Certificate, Divorce Decree, etc.)

By Signing below, I acknowledge that I am the account holder, and accept all responsibility pertaining to this request:

Customer Signature _____

For Office Use Only

Account No. _____

Received date: _____

Processed by: _____

Processed Date: _____