



# CITY OF PORT WENTWORTH Georgia

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[www.cityofportwentworth.com](http://www.cityofportwentworth.com)

## CHANGES TO EXISTING ACCOUNTS

☐ **Name Change** – Provide a copy of Identification with name change.

☐ **Add or Remove Applicant / Co-Applicant from Account –**

(Please circle add or remove)

If the Primary Applicant is present with Identification, they can remove Co-Applicant from Account without consent or the Co-Applicant being present.

If the Co-Applicant will be taking the account over without the Primary Applicant listed. The Primary Applicant must be present with the Co-applicant for this change.

☐ **Remove ACH Draft**

☐ **Change Mailing address** \_\_\_\_\_

☐ **Change Phone number** \_\_\_\_\_

☐ **Change Email** \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Agent- Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Account #