



New Customer Account Setup On Transfer of Property Title

Telephone: (239) 252-2380
Fax: (239) 252-6699
Email: utilitybill@colliercountyfl.gov

REQUIRED DOCUMENTS

If not previously provided, one of the following documents is required to change the utility account to the new owner/s:

A onetime \$22.00 'New Accounts- Change of Ownership' fee will appear on your first month's bill.

- Page one of HUD along with fully executed signature page reflecting both buyer and seller signatures
- Fully executed Warranty Deed
- Certificate of Title with a stamp
- Closing Disclosure with both Buyer and Seller signature pages.

Account #:

Service Location Address:

PROPERTY OWNER INFORMATION

Property Owner Name:

Joint Owner Name:

Owners Billing Address:

City/Town:

State:

Country:

Zip:

Primary Phone:

Secondary Phone:

Email:

CUSTOMER ACCOUNT TERMS

AS STIPULATED IN THE COUNTY WATER-SEWER DISTRICT UNIFORM BILLING, OPERATING AND REGULATORY STANDARDS
[ORDINANCE NO. 2013 - 44](#)

Property Owner Signature:

Date:

Joint Owner Signature:

Date:

FORM SUBMITTAL OPTIONS

Please submit **SIGNED** request form via:

EMAIL: Utilitybill@colliercountyfl.gov

FAX: 239-252-6699

POSTAL: Utility Billing & Customer Service
C/O Customer Service
4420 Mercantile Ave
Naples, FL 34104