

South Island Public Service District  
P. O. Box 5148  
Hilton Head Island, SC 29938  
(843) 785-6224  
admin@sipsd.com

Letter of Disconnect Request Form

Date Requested: \_\_\_\_\_ Demolition Date: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Service Address (if different from mailing): \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date sewer and water line were capped? \_\_\_\_\_

Is the meter being removed? \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please allow three (3) business days for processing.**