

**BUSINESSES ONLY**



DEPARTMENT OF  
**PUBLIC  
WORKS**

**CANCELLATION OF REFUSE COLLECTION SERVICE**

To discontinue City Refuse Service, please complete the section below and return. Upon completion of the process (**solid waste fee of \$22.45/monthly per Supercan**) will be removed from your monthly Water Utility account.

**Return this form within 10 Business days to:** Department of Public Works  
Solid Waste Management  
1654 Commerce Road  
Richmond, VA 23224  
804.646.1798 (office)  
804.646.1796 (fax)

I \_\_\_\_\_ (owner/agent) wish to cancel City Refuse Service at the following address:

\_\_\_\_\_

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Service Address (if different from above address)

\_\_\_\_\_  
Account Number

\_\_\_\_\_  
Number of cans to be picked up

\_\_\_\_\_  
Maintenance & Operations Crew Supervisor (print)

\_\_\_\_\_  
Signature

**NOTE: Businesses (e.g. churches, duplexes, apartment bldg., commercial bldg., etc.) and New Service Contracts are to accompany this form in order to complete this transaction.**