



RESIDENTIAL VACANCY INFORMATION SHEET

The City of Visalia offers a residential refuse vacancy credit for residents who will be away from their place of residence for extended periods. This credit may be approved if the following conditions are met:

- The period of vacancy must be for a minimum of three months.
- Your City of Visalia account must be current and not delinquent.
- A completed Residential Vacancy Credit application form must be submitted a minimum of ten (10) working days prior to the date of the actual vacancy.
- No vacancy credit will be allowed if an application is requested or received after the actual vacancy has occurred.
- A \$45 administrative fee will be automatically billed to your City of Visalia account if the application is approved. You may also pay this fee at the City of Visalia office located at 707 W Acequia Ave once your application has been approved. Make sure you notify City of Visalia to apply the \$45 payment to your refuse service for proper credit. The administrative fee covers the actual cost to remove and redeliver your container, handle paperwork, and monitor the account.
- Be sure to fill in the dates of the vacancy on the application form. If you are not sure of your return date, please call the Utility Billing Center at telephone number (559)713-4499 when you return to restart your service.
- If the vacancy request is approved, we will remove your refuse containers on a prearranged date. The containers will be returned upon your prearranged date of return. If you are not sure of your return date, call the Utility Billing Center to have your containers returned.

(Ref. City Ordinance No. 8.28.180 H)

If you have any further questions, call the Utility Billing Center at (559) 713-4499.



APPLICATION FOR
RESIDENTIAL VACANCY CREDIT

Date: _____

I hereby certify that I am the occupant of the residence located at

_____.

And the residence will be vacant from _____ to _____.

I understand this vacancy must exist for at least three months in order for a credit to apply. This application must be completed and returned a minimum of ten (10) working days prior to the date of the actual vacancy. No vacancy credit will be allowed if this application is requested or received after the actual vacancy has occurred. An application fee of \$45 will automatically be billed to your City of Visalia account when this application is approved. You may submit the \$45 payment to the City of Visalia office at 707 W Acequia Ave, Visalia, CA 93291 and request the payment be applied to your refuse service after you receive approval. (Ref. to City Ordinance NO. 8.28.180 H)

Account Number _____ Occupant's Name _____

Contact Phone Numbers _____ Occupant's Signature _____

Mailing Address _____ City, State, Zip _____

Please mail completed application with your check for \$45.00, **payable to City of Visalia** to:

Attn: Utility Billing Center
City of Visalia
707 W Acequia Ave
Visalia, CA 93291

Please do NOT write below this line. For Official use Only.

Vacancy Form Rec'd:	Active Acct#	W/O Created:
Date Removal of Cans:	\$45 Fee Chg'd:	\$45 Pmt Posted: