



# City of **MENOMONIE**

**City of Menomonie**  
**City Finance Department**  
800 Wilson Avenue  
Menomonie, WI 54751  
Phone 715-232-2395  
[www.menomonie-wi.gov](http://www.menomonie-wi.gov)

## City of Menomonie Final Utility Billing Request

**Property Address:** \_\_\_\_\_

**Old Tenant/Owner Name:** \_\_\_\_\_

**Closing Date:** \_\_\_\_\_ **Or Tenant Move out Date:** \_\_\_\_\_

**New Tenant/Owner Name:** \_\_\_\_\_

**Move In Date:** \_\_\_\_\_

*(If there is a new billing address, please add it to the additional comments section below.)*

**How would you like to receive this final bill?**

- Email.** If selected, enter email here: \_\_\_\_\_
- Mailing Address.** If selected, enter mailing address here.

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*(Building Number, Street, City, State, ZIP)*

**Additional Comments:**

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**Note:** Final meter readings may not be done on the same day as requested; we cannot complete a final reading until the day of occupancy. Once completed, please email this form to [utilities@menomonie-wi.gov](mailto:utilities@menomonie-wi.gov).

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

**Print:** \_\_\_\_\_