



Third Party Notification Program

The Third Party Notification Program will notify someone (relative, friend, social agency, etc.) that your services may be interrupted.

- The City will send the Third Party a copy of any shutoff notice that may be mailed to you.
- While the Third Party is not required to pay the bill, they can remind you that your services may be turned off, or they can help you take other steps to avoid having services interrupted.
- The Third Party must sign this form agreeing to receive the notification.

Step 1- Complete the following:

Customer Name:	Account No.
Service Address:	

Third Party Notification to be sent to:

Name:	Phone Number:
Mailing Address:	

Step 2- Have your designated Third Party sign the form:

By signing this form, designated third party is giving written consent to be notified:

Third Party Signature: _____ Date: _____

Step 3- Check the box that pertains to your situation:

Elderly (65 years or older)

Disabled Adult (Any person between the ages of 18 and 64 who has physical or mental limitations that restrict his or her ability to carry out normal activities) - **Physician Verification Required Only For Disabled Adult**

Step 4- If you checked Disabled Adult, have your physician complete the following "Physician's Verification":

I hereby certify that Name: _____ has a physical or mental condition that qualifies him/her as a dependent adult.

Physician's Name: (Print or Type)	Telephone Number:
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Physician's Signature: _____ Date: _____

**Return form- By mail: City of Long Beach, PO Box 630, Long Beach, CA 90842-0001
or In Person: Long Beach City Hall, Lobby Level, Utility Customer Service, 411 W Ocean Blvd, 7:30am to 4:30pm**