This form is designed to assist the Water/Wastewater public utility with
APPLICATION FOR APPROVAL OF ABANDONMENT OR
DISCONTINUANCE OF SERVICE, IN WHOLE OR IN PART

BEFORE THE
PENNSYLVANIA PUBLIC UTILITY COMMISSION

If you plan to cease doing business within the Commonwealth of Pennsylvania, you are under a
duty to request approval from the Commission prior to ceasing business. The attached form may
be used to create your application to abandon your certificate of public convenience held for
water or wastewater. Any exhibits should be placed at the end of the application. Abandonment
applications are subject to a $350 fee, payable to the “Commonwealth of Pennsylvania”. If filing
by hard copy, only one original of each document is required. Mail the filing and application fee
to:

Secretary
Pa Public Utility Commission
P.O. Box 3265
Harrisburg PA 17105

To eFile, click on the Filing & Resources link on the Commission’s website at www.puc.pa.gov
for instructions.

Questions concerning the abandonment process may be directed to the Bureau of Technical
Utility Service at 717-787-5550; please ask to be directed to the Water/Wastewater unit.

Checklist:

☐ Application and attachments, including your cover letter.

☐ A check for $350 made payable to “Commonwealth of Pennsylvania”.

☐ Original signed and notarized Verification Statement.

☐ Certificate of Service evidencing Application was served upon appropriate parties.

Revised 9/30/15
**APPLICATION FOR APPROVAL OF ABANDONMENT OR DISCONTINUANCE OF SERVICE, IN WHOLE OR IN PART**

BEFORE THE PENNSYLVANIA PUBLIC UTILITY COMMISSION

In Re: Application of ____________________
(name of applicant) for approval of the abandonment or discontinuance of
(describe service to be abandoned or discontinued).

<table>
<thead>
<tr>
<th>1. Public utility code: ____________________________</th>
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<tbody>
<tr>
<td>2. Name of Company: ________________________________</td>
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</tbody>
</table>

### Company Address:
- **Street name & number:**
- **Post office box:**
- **City:**
- **State:**
- **Zip Code:**
- **Main Telephone Number:**
- **Email Address:**
- **Website Address:**
- **Fax number:**

### Point of Contact for this Application:
- **Name:**
- **Title:**

*Complete the following if different than above:*
- **Street name & number:**
- **Post office box:**
- **City:**
- **State:**
- **Zip code:**
- **Telephone Number:**
- **Email address:**
- **Fax number:**

### Attorney (if retained):
- **Name:**
- **Street name & number:**
- **Post office box:**
- **City:**
- **State:**
- **Zip code:**
- **Telephone Number:**
- **Email address:**
6. Provide a general description of the nature and character of the services rendered by the applicant:

7. Provide a statement of change in service proposed by the applicant for which Commission approval is sought.

8. For partial abandonments/discontinuance, provide a map as an attached exhibit that depicts the existing service area as well as the service area to be abandoned.

9. Provide a written description for the boundaries of the area to be abandoned and quantify the abandonment area in acres.

10. Provide a summary of the revenue derived from the operation of the service sought to be discontinued, together with a statement of the expenses accruing from the maintenance of that service. This information may be furnished in detail and attached to the application.

11. State the reasons why approval of the application is necessary.

12. Provide a detailed explanation of why the company wishes to abandon its certificated service territory.

13. Provide the number of customers served and date last served.

14. What will happen to these customers? Who will serve them?

15. Provide a copy of the agreement between the applicant and the proposed utility that will be accepting service responsibility for the applicant’s customers.
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16. Provide a comparison of the utility service rates by class that a typical customer currently
pays to the applicant and the rates a customer will pay the proposed utility.

17. As required by 52 Pa Code § 5.14(1), provide a copy of the publication notice from a
newspaper(s) of general circulation serving the geographical territory affected by the
application.

18. As required by 52 Pa Code § 5.14(2), provide a copy of the notice to the customers of the
Applicant's plan to abandon service.

Application must be served on the statutory agencies and attested via a certificate of service.
Verification

I, _______________________________, hereby state that the facts above set forth are true and correct (or are true and correct to the best of my knowledge, information and belief), and that I expect to be able to prove the same at a hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa. C.S. § 4904 (relating to unsworn falsification to authorities).

________________ _____________________________________
Date    Signature
**Instructions:** You must serve a copy of the Application and any amendments upon the Office of Consumer Advocate, Office of Small Business Advocate, and the Bureau of Investigation and Enforcement.

**Certificate of Service**

I hereby certify that I have on this date ______________(month/day/year), served a true copy of the foregoing document(s) upon the participants, listed below, in accordance with the requirements of §1.54 (relating to service by a participant).

Signature ___________________________________

Name (printed) __________________________________

Title (printed) __________________________________

**Office of Consumer Advocate**  
555 Walnut Street  
5th Floor Forum Place  
Harrisburg, PA 17101-1923

**Office of Small Business Advocate**  
Commerce Building, Suite 1102  
300 North Second Street  
Harrisburg, PA 17101

**Bureau of Investigation and Enforcement**  
Pa PUC  
PO Box 3265  
Harrisburg, PA 17105