



Notice of Customer's Right to Request Disclosure

Utility Billing Department
3805 Adam Grubb
Lake Worth, TX 76135
Office: 817-255-7900
Email: ub@lakeworthtx.org

Account Number:

Service Address:

Pursuant to section 182.052 of the Texas Utilities Code and section 552.1331 of the Texas Government Code, with certain exceptions the City of Lake Worth may not disclose personal information in a customer's utility account record, or any information relating to the volume or units of utility usage or the amounts billed to or collected from the individual for utility usage, unless the customer requests that the City disclose the information.

In order to request disclosure of any such information or to rescind a previous disclosure authorization, an authorized account holder must complete and submit the form below.

Identification Requirement*

To prevent someone from requesting disclosures without customers' consent, we require customers to provide proof of identity to the Utility Billing customer service windows at City Hall during regular business hours. Until proof of identity is provided, your request for disclosure will be pending and information will not be released.

Disclosure Preferences

☐ I request and authorize the City of Lake Worth to disclose the following information:

Check all that apply.

- ☐ I request that personal information (address, telephone number, and social security number) in my account record maintained by the City of Lake Worth Utility Billing Department.
- ☐ I request that any information relating to the volume or units of utility usage, or the amounts billed to or collected from me for utility usage maintained by the City of Lake Worth Utility Billing Department.

I authorize the City of Lake Worth to release the information identified above to the following persons in addition to myself:

Name: _____ DL#: _____ Phone#: _____

Name: _____ DL#: _____ Phone#: _____

☐ I authorize the City of Lake Worth to release my account information to the public upon written request by any member of the public.

☐ I request the City of Lake Worth remove my previous authorization for disclosure of information related to the account referenced above.

Request must be submitted in writing using this form. Once the request is received and processed, the Lake Worth Utility Billing Department will not disclose the information for that customer except to:

(1) Government officials acting in an official capacity; (2) utility representatives acting in connection with their duties; (3) consumer reporting agencies; (4) contractors or subcontractors who need the information to do their jobs; (5) Individuals for whom the customer has waived confidentiality (must be in writing); or (6) another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation.

(People in these categories will be required to show identification before the information is released.)

I attest that I am the authorized account holder of the above account.

Applicant Signature :

Printed Name:

Date:

OFFICE USE ONLY

Date Rcv'd :

Processed on:

Processed by: