



## Contact Information Form

104 N King St  
PO Box 248 (for mailing)  
Shepherdstown, WV 25443

If you would like to be kept informed and be notified in the event of a water emergency, change in town service schedules or other events. We will keep your information on file, and you may opt out at any time.

**Name:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Mailing/street address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City

State

Zip

Preferred method of notification, please indicate:

\_\_\_\_\_ Email

\_\_\_\_\_ Phone

So we may tailor the messages, please indicate:

\_\_\_\_\_ Resident in town

\_\_\_\_\_ Resident out of town

\_\_\_\_\_ Business

\_\_\_\_\_ Other

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

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