

**WATER AND SEWER OWNER TO TENANT TRANSFER
 REQUEST FOR THIRD PARTY BILLING AND WAIVER OF NOTICE**

ACCOUNT # _____

<u>Owner's Name and Mailing Address</u>	<u>Service Location</u>
_____	_____
_____	_____
<u>PHONE NUMBER</u>	_____
_____	_____

WHEREAS Section 25-225 of the City Municipal Code sets forth that the owner or owners of any property or premises served by the City's water and/or sewer system shall be held personally liable for any and all charges imposed for such property and;

WHEREAS City policy requires that the owner or owners of such property receive all water and sewer billings as notification of liability for charges imposed and balances due and;

WHEREAS it is the desire of certain owners, that for convenience, the water and sewer billings be sent directly to the owner's designated agent or tenant. (If the final bill is not paid within 90 days balance may be transferred to the owner/landlord.)

Therefore, by the owner's signature affixed below, the owner(s) do hereby request that Steamboat Springs Water send all future water/sewer billings directly to the agent/tenant listed below until further notification. The undersigned acknowledges that by the terms of Chapter 25 of the City's Municipal Code, non payment of water and sewer charges will result in the termination of service, the processing of a lien upon the said property and filing of a civil action in court for violation of the Municipal code and hereby waive any notice other than the posting of a "Utility Service Disconnection Notice" posted on the premises 48 hours prior to disconnection.

<u>Tenant Information</u>	
Name _____	Move in Date _____
Mailing Address _____	Phone Number(s) _____
_____	_____

OWNER'S SIGNATURE _____ DATE _____
 (Signature Required)

***NOTE*: WE DO NOT PRORATE BETWEEN TENANTS NOR BETWEEN OWNER AND TENANT.**

TENANT'S SIGNATURE _____ DATE _____
 (Signature Required)

To date, there is a balance of \$ _____, for service through _____.