



THE CITY OF MONROE IS HEREBY AUTHORIZED TO CHANGE THE NAME ON THE UTILITY BILL DUE TO:

NEW TENANT BACK TO OWNER

EFFECTIVE DATE:

OWNER'S PERMISSION TO CHANGE BILLING INFORMATION AND/OR RESPONSIBILITY

EMAIL TO: UTILITYBILLING@MONROEWA.GOV

ACCOUNT #: \_\_\_\_\_ PHYSICAL ADDRESS: \_\_\_\_\_
OWNER NAME(S): \_\_\_\_\_ OWNER PHONE #: \_\_\_\_\_
OWNER MAILING ADDRESS: \_\_\_\_\_ OWNER EMAIL: \_\_\_\_\_
CITY/STATE/ZIP: \_\_\_\_\_
PROPERTY MANAGEMENT COMPANY (IF APPLICABLE): \_\_\_\_\_
TENANT NAME: \_\_\_\_\_ TENANT PHONE #: \_\_\_\_\_
TENANT MAILING ADDRESS: \_\_\_\_\_ TENANT EMAIL: \_\_\_\_\_
CITY/STATE/ZIP: \_\_\_\_\_

(PLEASE INITIAL ALL 3 BOXES BELOW AT LEFT AND SIGN IN THE PRESENCE OF A NOTARY)

IN CONSIDERATION OF THE CITY'S EFFORTS IN BILLING MY TENANT(S) DIRECTLY, I, \_\_\_\_\_, AS THE OWNER OF THE PROPERTY IDENTIFIED ABOVE, AGREE TO BE RESPONSIBLE FOR AND TO PAY ANY AND ALL UTILITY CHARGES FROM THE CITY OF MONROE THAT REMAIN UNPAID BY MY TENANT(S).

I UNDERSTAND THAT ANY CHARGES LEFT UNPAID BY A PRIOR TENANT CAN CAUSE THE WATER SERVICE TO BE SHUT OFF, REGARDLESS OF OCCUPANCY.

FURTHERMORE, I EXPRESSLY AUTHORIZE AND CONSENT THE CITY OF MONROE TO FILE AND RECORD LIENS ON MY AFOREMENTIONED PROPERTY AS SECURITY FOR THE PAYMENT OF ANY AND ALL SUCH CHARGES.

OWNER AND/OR AUTHORIZED PROPERTY MANAGER

DATE

SUBSCRIBED AND SWORN TO ME THIS \_\_\_\_\_ DAY \_\_\_\_\_, 20 \_\_\_\_\_

NOTARY SEAL

NOTARY PUBLIC IN AND FOR THE STATE OF \_\_\_\_\_, RESIDING AT: \_\_\_\_\_

THE ADVENTURE STARTS HERE!

City of Monroe 806 West Main Street, Monroe, WA 98272 Phone (360) 794-7400 Fax (360) 794-4007 www.monroewa.gov