

PROPERTY OWNER'S APPLICATION AND AGREEMENT FOR UTILITY SERVICES



Name		Email Address	
Home Phone		Other Phone	

Service Address	Closing Date (if applicable)
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Mailing Address (if different than service address)

Have you ever had a utility account with the City of Auburn before? Yes No
 If yes, please state the name and service address:

The City of Auburn accounts are maintained in the name of the property owner, requests for changes to account information must be made by the property owner. Whereas the City has set controls to prevent identity theft, proof of identification is required for any name or mailing address changes.

Driver's License #	State
Driver's License #	State

The undersigned, referred to as Owner hereby acknowledges receipt of the following guidelines for utility services from City of Auburn. The Owner agrees as follows:

1. The Owner understands that payment for the services provided in accordance with the rates now in effect or as subsequently increased or decreased by Ordinance or Resolution is required.
2. In the event of disconnection (water shut-off) due to delinquency, all charges plus a shut off fee must be paid to restore service. The City is not responsible for any loss resulting from interruption, reconnection, and/or negligence of service.
3. Utility charges are due upon receipt. If the charges are not paid within 20 days of the original bill date, these charges become delinquent and are subject to a late fee. Delinquent charges that are not paid within 40 days of the original bill date will have the water service discontinued. Utility accounts are not considered paid until we receive payment.
4. The City reserves the right to require cash to redeem any payment returned by the bank for any reason. The City shall charge a fee for returned payments.
5. The Owner will provide the City with an accurate mailing address for bills. The City will also mail bills to the Owner's tenant, or to a property management company (a setup fee will be charged for each request), provided however that the Owner is always liable for payment of the charges incurred at the premises.
6. The Owner will keep the meter or meters accessible at all times. The Owner agrees to pay for all damage to the meter which may occur through the act of negligence. The Owner is solely responsible for the maintenance of all pipes located on the property.

Note: The Revised Code of Washington provides that water, sewer, and garbage charges are lienable services against the property served. As the new owner you may become liable for any unpaid charges not paid by the previous owner. The City will send a final bill to the seller. If, after 60 days the bill remains unpaid, the City will transfer these unpaid charges to the account of the new owner.

Owner's Signature	Date
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COA INFORMATION ONLY

Utility Account # _____

Indicate Property Type: Single Family Residential Multifamily Residential Commercial

Identity Verified By: _____ Date: _____