



**OWNER NOTIFICATION AND AUTHORIZATION
RENTAL PROPERTIES
(COMMERCIAL AND RESIDENTIAL)**

ADDRESS OF RENTAL PROPERTY: _____

Note: owners with multiple rental properties may attach a list of all properties that this authorization covers.

LEGAL PROPERTY OWNER INFORMATION

FULL NAME: _____

COMPANY NAME: _____
(If applicable)

MAILING/BILLING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____ EMAIL: _____

PROPERTY MANAGER OR DESIGNATED REPRESENTATIVE (if applicable): I authorize the following individual (Property Manager/Designated Representative) to conduct business with the Utility on my behalf with regards to the aforementioned rental property:

Full Name of Property Manager/Other Designated Individual Title/Relationship

Please check one of the following:

- I wish to keep the water/sewer service active and in my name at all times. If this option is chosen, please sign and date on the next page - no further action is necessary.
- I wish to have water/sewer service transferred to tenant. Tenant will be required to provide the Utility with a copy of the rental agreement, completed application for service and meet any other requirements determined by the Utility. Should tenant fail to produce a rental agreement the Utility may deny service.

If this option is chosen, please check one of the following:

Upon notification the tenant has vacated the property, water/sewer service shall:

- Remain active and transfer service to the owner when not otherwise occupied.
- Inactivate service until application for service is made by a new tenant.
The Owner will be responsible for payment of a standby fee for temporarily inactive service, until service is transferred to a tenant.
- Other (please specify): _____

If service is terminated for non-payment or for violating any regulations set forth in the regulations, service to the property will not be restored until all charges and fees are paid in full. The Town of Tonopah –Tonopah Public Utilities Water, Sewer & Reclaimed Regulations and other related documents may be obtained at the Utility office located at 140 S. Main Street, Tonopah, NV 89049 (fees may apply); or online at the Town website: www.tonopahnevada.com. Customers are subject to the provisions of the regulations, related documents and all applicable State and Federal laws regarding the use of water/sewer services received by the customer.

PLEASE READ AND INITIAL: By initialing below, you confirm that you have read and understand the terms and conditions established by the Utility regarding the aforementioned rental property.

_____ Upon notification to stop water service by either the property owner or tenant, the Utility shall prepare a final billing and forward the final billing to the Utility Account Holder. I understand as the property owner I will be held responsible for the utility charges incurred by a tenant and until paid, all rates and charges shall constitute a perpetual lien on and against the property served, as prescribed in Town of Tonopah - Tonopah Public Utilities Water, Sewer and Reclaimed Water Regulations §15.5.1.

_____ I understand if I have selected to have service inactivated when the property is vacant, that I will be required to pay the standby fee set forth in the Utility regulations and set by resolution adopted by the Town Board.

_____ I understand if water usage occurs and the Utility does not have an active tenant application on file, the property owner will be responsible for any charges incurred.

I hereby certify that I am the owner of record for the property listed and the property is considered "Rental/Leased Property". I request that the preferences indicated on this form to be considered a standing order for water and sewer service to this property and will remain in effect until rescinded by me or by the Utility. This directive does not prevent the Utility from terminating service for failure to comply with all or any part of the provisions set forth in the Town of Tonopah - Tonopah Public Utilities Water and Sewer Regulations.

I understand and agree that if an account for water service at this property must be referred to a third party for collections, I will be responsible for any and all costs incurred related to the collection action, including but not limited to; Collection Agency Fees, Court Costs and Attorney Fees.

 NAME (PLEASE PRINT)

 SIGNATURE – PROPERTY OWNER

 DATE

TPU USE ONLY			
DATE RECEIVED:		OWNER ACCT #:	
OWNERS DIRECTIVE:		RECEIVED BY:	
<input type="checkbox"/>	LEAVE ON IN OWNERS NAME - DO NOT PUT SERVICE IN TENANT'S NAME		
<input type="checkbox"/>	TRANSFER TO TENANT UPON APPLICATION; WHEN TENANT DISCONTINUES SERVICE, LEAVE WATER ON TRANSFER BACK TO OWNER		
<input type="checkbox"/>	LEAVE WATER OFF UNTIL APPLICATION RECEIVED BY TENANT		
<input type="checkbox"/>	OTHER ACTION:		