

UTB Account - Change or Add TENANT to account

DATE: _____ Utility Account # : _____

Service Address: _____

Owner Name on Account: _____

Owner Phone #: _____ Owner e-mail address: _____

I, _____, request the following change(s) be made to my Utility account
(PRINT name of property owner, or corporate officer) _____

Change or Add Name of tenant: _____

Mail bills to: _____

Tenant Phone #

Tenant e-mail address

Signature of property owner/corporate officer

Please provide copy of ID front & back

Disclaimer:
Adding a tenant to the utility account does not transfer or imply responsibility for payment or account management to the tenant. The property owner remains solely responsible for all charges, fees, and obligations related to the utility account. Any agreements made between the property owner and the tenant regarding utility payments are private arrangements and do not alter the account holder's liability with the utility provider. The utility provider holds the property owner accountable for all outstanding balances and service issues.