



CITY OF WILLIAMSBURG
TENANT APPLICATION FOR WATER-SEWER SERVICE
LANDLORD AUTHORIZATION FORM

Date _____

RE: _____

Tenant Name/Social Security No. or DL No. and Phone No.

RE: _____

Tenant Name/Social Security No. or DL No. and Phone No.

RE: _____

Tenant Mailing Address

To Whom It May Concern:

Tenant Name(s)

Has entered into a lease for the property at:

Effective _____

(Property Address)

(Service Start Date)

and is authorized to obtain water and/or sewer services at this address as a tenant of:

(Property Owner Name)

(Owner's Phone No.)

(Property Owner's Mailing Address)

I acknowledge that, as the owner of the property, I am responsible for any and all rates, ordinances, and regulations regarding water/sewer service and am responsible for any unpaid balance for this account after the City of Williamsburg has exhausted all reasonable means of collecting from tenant.

Signature: _____ Email _____

(Property Owner Agent)

When signed by an agent for the property owner, agent certifies that he/she is authorized to endorse this document on behalf of the property owner.

Signature: _____ Email _____

(Tenant)

Receive email bills in place of paper bills yes no

Signature: _____ Email _____

(Tenant)

Tenant's signature acknowledges and authorizes the City of Williamsburg to inform owner when accounts are delinquent. An account is considered delinquent when the amount due remains unpaid 30 days after the most current invoice has been mailed. A \$50.00 deposit will be placed on the first quarter billing.

Allow 1 business day for processing.