

Authorization to Bill Tenant

Public Utility District No. 1 of Thurston County

Before utility bills can be transferred into a tenant's name, this form must be completed and returned to Thurston PUD at 1230 Ruddell Rd SE, Lacey, WA 98503, via e-mail to PUDCustomerService@thurstonpud.org, or by fax to (360) 357-1172.

Current Date: _____

Effective Date: _____

Please consider this document as authorization to bill my tenant for water service at

Property Address

I understand that in the event my tenant fails to pay these charges, I will be responsible to pay the bill with all penalties and interest due. I further understand that delinquent utility charges may result in service disconnection to my rental property. It was also explained to me that the billing period for the PUD is monthly and payments are due on the 15th of the following month. I further understand that delinquent utility charges have the potential to become recorded as a Notice of Unpaid Utility Charges with the County. **The tenant is required to complete an Application for Service.**

OWNER INFORMATION
_____ NAME
_____ ADDRESS
_____ CITY/STATE/ZIP
PHONE: _____

TENANT INFORMATION
_____ NAME
_____ ADDRESS
_____ CITY/STATE/ZIP
PHONE: _____

OWNER/AGENT SIGNATURE

DATE

We run a credit check on all applicants. A deposit may be due on accounts that do not have established credit with the District. If you would like your tenant to be charged a maximum deposit of \$150.00 in lieu of a credit check, please indicate below. If no option is selected, a credit check will be processed for your tenant.

Yes, please charge a deposit of \$150.00.

No, please do not charge a deposit to this tenant. The PUD reserves the right to charge a deposit (per PUD policy) if the tenant's account is past due.

Please run a credit check for this tenant. I understand that if a yellow or red report is returned, the PUD will require a deposit of \$75.00 or \$150.00 from the tenant, depending on the credit check results.