



REQUEST FOR TENANT COPY OF UTILITY BILL

DATE: \_\_\_\_\_  
NAME: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
PHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
SERVICE ADDRESS: \_\_\_\_\_

I hereby authorize the City of North Bend to send a copy of my utility bill to either the service address or a PO Box. Please check appropriate box:

\_\_\_\_\_ Copy to Current Resident at the service address.  
\_\_\_\_\_ Mail is not accepted at the service address; please send a copy to:

NAME: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
PHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
EFFECTIVE DATE: \_\_\_\_\_

I understand the City of North Bend will only be mailing a copy of the bill to the property or to a PO Box if mail is not received at the property. As the owner of said property I am fully responsible for any and all unpaid bills left by the tenant. I shall take responsibility for any necessary deposits from the tenant/authorized agent to ensure payment of a past due bill. Should this account become delinquent, water service will be subject to termination under the policies of the City of North Bend and shall not be reinstated until all debt to the city has been paid.

I understand that I must sign a new Billing Authorization for each new tenant/authorized agent. If the person authorized to receive a copy of the bill notifies the City of North Bend that they are vacating the property, the copy of the bill will cease.

Signature: \_\_\_\_\_  
Date of Signature: \_\_\_\_\_  
City of North Bend Representative Signature: \_\_\_\_\_