

City of Hurricane Water, Sewer & Water Pollution Control

3255 Teays Valley Road, PO Box 1086, Hurricane, WV 25526

Phone: 304-562-9906 Fax: 304-562-5858 Email: utility@hurricanewv.com

Landlord/Owner Service Agreement

In order to transfer rental property into or out of your name without an application and a deposit, we need this form completed. The only exception is if service is terminated for non-payment. If we are not notified that a tenant has moved out, there is a 10 day waiting period before we would transfer the services.

Name: _____

Mailing Address: _____

Telephone Number: _____

SELECT ONLY ONE OPTION

Automatic Landlord Agreement
(automatically transfers services
when tenant leaves)

If Calls Agreement Only
(requires a phone call before
services are transferred)

See next page for differences between the two above option

I, _____, the owner/landlord of the following properties, desire to have the water and/or sewer utilities transferred to my name when they are vacated. I am accepting responsibility for these utilities until the next tenant signs up for service or until I request the service taken out of my name.

Service Address(es):

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Owner/Landlord's Signature

Date

Utility Office Initials

Automatic Landlord Agreement (automatically transfers services when tenant leaves)

Pro: Requires nothing on your part. Services will automatically be started in your name when a tenant signs a disconnect form. You can still call to stop services if you need to.

Con: If you have the services in your name and a new tenant moves in and fails to put the services in their name in a timely manner, you will be responsible for the bill until they sign up for services in their name.

If Calls Agreement Only (requires a phone call before services are transferred)

Pro: You only pay for services when you request it to be in your name

Con: If a tenant moves out, you will not have water until you contact us and ask us to turn it on in your name. This could be a problem if the tenant leaves and you are unaware.

You can always change your choice if the one you chose isn't working for you.

If the address has Putnam Public Service District, it is your responsibility to make sure you have a similar landlord agreement on file with their office. This form is only for services provided by the City of Hurricane.