

# Public Utility District No. 1 of Thurston County

## Authorization to Bill Tenant

Before utility bills can be transferred into a tenant's name, this form must be completed and returned to Thurston PUD at 921 Lakeridge Way SW, Suite 301, Olympia, WA 98502, by fax to (360) 357-1172, or via e-mail to [PUDCustomerService@thurstonpud.org](mailto:PUDCustomerService@thurstonpud.org).

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 15<sup>th</sup> of the following month. I further understand that delinquent utility charges have the potential to become a lien against the property.

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 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:

Yes, please charge a deposit of \$150.00.

No, please do not charge a deposit to this tenant.

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.