



Tax & Utility Office

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William R. Atkinson, Commissioner
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Utilities – Property Renters Form

I, _____ hereby request that you place the utility account
(Owner's Name As Appears On Statement)
for the property described below, and which I own, in the tenant's name.

TENANT'S NAME: _____

ACCOUNT NUMBER: _____

ADDRESS: _____

EFFECTIVE DATE: _____

In making this request, I understand and agree to the following:

1. The utility bill will be sent directly to the tenants for payment.
2. **I will be responsible for payment of the bill in full including all applicable penalties and charges, if the tenants do not make payment.**
3. I will promptly notify the Allegany County Tax and Utility Office when a change in tenants is going to occur. Also, it is my responsibility to call for a final reading, if necessary.
4. I may contact the Allegany County Tax and Utility Office during normal working hours to determine current status of my tenant's account.
5. Failure to comply by the above stipulations will result in the account being billed directly to me.

Signature: _____

Address: _____

Date: _____

Phone: _____

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