



Property Owner Request for Additional Bill Copies

Telephone: (253) 922-8733 Fax: (253) 922-2385
Website: www.cityofmilton.net Email: Utilities@cityofmilton.net

Service Location # _____ Account # _____
Owner's Printed Name: _____
Phone Number: _____
Property address: _____
Owner's Mailing Address: _____
Owner's Email Address: _____

As owner of the property in reference above, I understand that I am responsible for all utility charges and I will be billed for utility services supplied to this location. I hereby request that a duplicate copy of the billing statements, and all notices for utility services, be mailed to a 3rd party. I agree to a \$3.00 monthly fee per 3rd party notification, which will be charged to my account for this service.

I also understand that **each time** there is a change of occupancy, I must renew this agreement. I understand that this service may be stopped at any time upon my written request. It is the responsibility of the owner to provide written notification of any changes in residency status or billing information.

I understand if the tenant fails to pay the utility bill, I will be responsible for all charges including, but not limited to, the utility bill, penalties, and any other utility billing fees.

I am requesting a final read for this account. I understand there is a \$15 fee for this service.

FINAL READ YES NO

I am requesting to **START** **STOP** **Duplicate Billing Service for the Party below:**
(circle one)

Third Party's Name: _____ Phone Number: _____
Third Party's Mailing Address: _____
Third Party's s Email Address: _____
Owner's Signature: _____ Effective Date: _____

Completed forms shall be submitted to: Milton City Hall, 1000 Laurel Street, Milton WA 98354

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