



AUTHORIZATION TO FORWARD MAIL TO PROPERTY MANAGEMENT COMPANY

Account Number:	
Property Owner(s):	
Property Owner's Address:	
Property Owner's Phone Number:	Work Phone Number:
Please mail my Water & Sewer Bill to:	
Property Management Company:	
Property Management Address:	
Contact Person at Property Management Company:	
Property Management Company Phone Number:	
Property Management Company Fax Number:	
Email Address:	

By signing this form, I (we) authorize the City of Waterloo (hereinafter referred to as "the City") to forward Water & Sewer Notices and Bills for the above noted service address to the Property Management Company indicated.

I further Agree:

1. That I (we) will remain solely responsible for a Water & Sewer bills and any other additional fees and/or charges that may come due for the above noted service address.
2. That the Property Management Company authorized to receive Water & Sewer Bills and Notices is also appointed by me (us) with respect to granting the City access to the property for any purposes relating to the provision of water and sewer services.
3. That I (we) will promptly notify the City of any change, including changes to ownership (including owner mailing address), tenancy or Property Management Company.
4. That the City can cancel this Authorization for any reason and at any time.

_____	Print Name	_____
Owner's Signature	Date:	_____

Property Management Company

I (we), _____ have authority to act on behalf of the Property Management Company and agree to the following:

1. I (we) are acting on behalf of the owner in relation to receiving, and paying bills and notices for the above noted service address.
2. I (we) agree to grant access to the City for the purposes of any reason related to the supply of water and sewer to the service address.
3. I (we) confirm that the above noted Property Management Company information provided by the owner of the service address is accurate, and consent to the method of collection of this personal information provided by the owner in this form.

_____	Print Name	_____
Property Management Signature	Date:	_____