



CHANGE OF MAILING ADDRESS REQUEST

PROPERTY INFORMATION:				
Account#		Service Address:		
Property Owner(s) Name:			Phone #:	
Current Mailing Address:				
PLEASE CHANGE MY MAILING ADDRESS TO:				
Property Management?	Yes	No	Phone #:	
If yes, Property Management Co. Name:				
New Mailing Address:				
Email:		Paperless?	Yes	No
IF BILL IS TO BE MAILED TO A TENANT AT THE SERVICE ADDRESS:				
Tenant Name(s)				
Phone:				
Email:		Paperless?	Yes	No

In accordance with Hayden City Code, my signature below indicates the following:

- I understand that the City of Hayden will provide utility services in my name only, and that this change request is specifically for mailing address purposes.
- I agree that I remain solely responsible for payment of utility charges at the above service address until such time that I am no longer the legal owner of the subject property and have notified the City in writing of the name and address of the subsequent owner.
- I agree that if a rental agreement between me and any property management entity, or any tenant, requires a tenant or property management to pay the utilities, I will remain ultimately obligated to pay the user fees and any associated late fees applicable to this service address.
- I acknowledge that service may be discontinued for non-payment or system use violations.

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Property Owner Signature

Date