



City of West Linn  
 22500 Salamo Road  
 West Linn, Oregon 97068  
 503-656-4261

**OWNER UTILITY SERVICE AGREEMENT**

Owner Information:

Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Account Number: \_\_\_\_\_

Property Information:

Address: \_\_\_\_\_  
 \_\_\_\_\_

**AUTHORIZATION TO BILL UTILITY SERVICE TO OWNER:**

As the Owner on Record of the above referenced property, I agree to have city utilities transferred into my name and account upon notice to the City of West Linn from any tenant of the property when they vacate my property. Following notification from the tenant, meters shall be read and their billing closed out. Then the new utilities will be put into my name and billed on my account. City utility service charges may include, but are not limited to, water, sewer, surface water, park maintenace and street maintenance.

In the absence of notification from the vacating tenant, I understand that it is my responsibility to contact the City of West Linn when a tenant vacates the property in order to discontinue the billing of services to that tenant. I agree that charges on my account will continue until such date that a new tenant contacts the City to move the service charges to a new account held by the new tenant.

If any City utilities are disconnected for non-payment of charges by the tenant or Owner on Record, full payment on the account is required by the account holder prior to the restoration of utility service. If full payment is not received, all collection provisions will then apply.

Only the property referenced under "Property Information" above is subject to this agreement.

Consent:

\_\_\_\_\_  
*Signature of Property Owner on Record*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*City Employee Signature (received by)*

\_\_\_\_\_  
*Date*