

**CITY OF LACEY
PROPERTY MANAGER AUTHORIZATION**

I am the owner of the properties listed below:

I authorize my property manager listed below to correspond with the City of Lacey regarding my rental property(s) listed above:

Company Name: _____

Mailing Address _____

City/St/Zip: _____

Phone number: _____

Email: _____

I understand that under Washington State Law, my property manager or I will notify the City every time a renter moves in or out of my property within 7 days. Please note water will be shut off if nobody calls. If my property is vacant in between renters, my property manager is authorized to either

- 1) Put the water account in their companies name directly or
- 2) Put the water account in my name and send the bill to my personal address.

I understand I will be responsible for all unpaid bills as water is a service lien against the property per State of Washington RCW 35-21-290.

When a renter moves out of my property I understand that I will receive a copy of the renter's bill. If requested I give permission for my property manager to also get a copy of the renter's final bill.

I agree to keep the City of Lacey updated with my current address and phone number in case of emergencies. My current address is:

Address: _____

City/ST/Zip: _____

Phone Number: _____

Signature

Date

Printed Name

Return to City of Lacey, 420 College St SE, Lacey WA 98503, or email to utilitybilling@ci.lacey.wa.us or fax to 360-438-2669.