



RESIDENTIAL CUSTOMER BILLING AUTHORIZATION FORM

All information must be legible and in accordance with the Public Utility Regulatory Authority regulations for The Connecticut Water Company to process this billing authorization form. Connecticut Water Company reserves the right to bill the property owners for water service in the absence of complete and accurate information based on the Tax Assessor's records. Any questions, call 1-800-286-5700.

Section 1 - THE FOLLOWING INFORMATION SHOULD BE PROVIDED BY THE OWNER:

1. Rental Property Address: _____ Town _____
2. Owner Name: _____ Telephone _____
3. Owner Mailing Address: _____
4. Lease or Effective Dates for Billing: _____

If you have indicated that the property is tenant occupied and the tenant is responsible for cold water, the following information must be completed for us to bill your tenant directly for water service as of the effective date noted above.

LANDLORD/OWNER SIGNATURES – I am aware that when the tenant notifies Connecticut Water Company that they are no longer responsible for the water service, the responsibilities will revert back to the owner. The Owner will be responsible to notify Connecticut Water Company if service is no longer required and the service will be terminated.

Landlord's Signature (Company/Corporation Representative)	Name Printed	Date
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Section 2 - THE FOLLOWING INFORMATION SHOULD BE PROVIDED BY THE TENANT(S):

5. **Tenant's Name/Social Security# (last four digits) or Driver's License# (last four digits) and State**
Section 16-3-100, CT State Regulations, Notice of Termination serves as notice that service may be terminated if identification is not provided in 15 days.

First	Middle	Last
First	Middle	Last

SS# _____ (last 4 digits)	LIC# _____ (last 4 digits)	State: _____
SS# _____ (last 4 digits)	LIC# _____ (last 4 digits)	State: _____

6. **Tenant's Mailing Address and Phone Numbers:**

No.	Street	Unit #	City/State/Zip
Day Phone _____	Cell Phone _____	Email _____	

Service Address #

ALL TENANTS ARE REQUIRED TO SIGN THE FOLLOWING STATEMENT AND RETURN THIS COMPLETED FORM TO CONNECTICUT WATER COMPANY WITH THE APPROPRIATE DEPOSIT INDICATED BELOW:

I, as Tenant(s), understand that I am responsible for payment to Connecticut Water Company for all water charges billed as of the effective date. Please note that your consumption information may be provided to the town for sewer billing purposes. This consumption information may be disclosed to your Landlord through sewer billing. I am aware that I am to notify Connecticut Water Company (1-800-286-5700) when I am no longer responsible for water service at the property and advise them to close the account to cease further charges. I understand that if I do not notify Connecticut Water Company to close the account, I will continue to be billed and will be responsible for full payment, including collections charges if applicable.

Tenant's Signature	Name Printed	Date
Tenant's Signature	Name Printed	Date

Section 3 – Connecticut Water Company Purposes - Security Deposit Required. (Make Security Check Payable to appropriate Company)

_____	N Service Area – Connecticut Water Company	
_____	Y Service Area – Avon Water Company	Water Amount \$ _____
_____	Y Service Area – Heritage Water Company	Water Amount \$ _____ Sewer Amount \$ _____

**If Security Deposit required: Mail this Form and check to 93 West Main St, Clinton, CT 06413-1600
Security Deposit will be returned within 30 days once full payment of Final Bill is received**

If Security Deposit is not required: Fax Form to 860-664-8081 or Mail to 93 West Main St, Clinton, CT 06413-1600 Rev 081718