



City of Lynnwood Utility Billing  
19100 44<sup>th</sup> Ave W  
Lynnwood, WA 98046  
425-670-5170 ub@Lynnwoodwa.gov

## APPLICATION FOR CUSTODIAL UTILITY BILLING

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Note: By law, the property owner is responsible for all utility charges. By policy, the City of Lynnwood does not allow utility accounts in the name of any party other than the property owner. In limited circumstances, the City may allow utility statements to be sent to tenants or property managers rather than to the property owner. This courtesy service will not be initiated if there is an unpaid, past-due account balance, and may be discontinued at any time.

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### **Service Location:**

Account Number: \_\_\_\_\_

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

### **Property Owner Information:**

Name(s): \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

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

I acknowledge and understand that as property owner, I am responsible for all City of Lynnwood utility charges. I agree to notify City of Lynnwood Utility Billing of changes to any information provided here. I am authorized to sign this application as property owner. As a courtesy, I request that the City send statements to the tenant or property manager as indicated below. I understand that the City may discontinue this courtesy service at any time.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Tenant or Property Manager Information:**

Name(s): \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Account remains in owner's name. If approved, utility statements will be addressed to Occupant at the service address.