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**LANDLORD’S REQUEST FOR TENANT**

City of Omak,

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, being the owner of the property at the below mentioned property am notifying the City of intent to rent my property. I am hereby requesting that my tenant (listed below) receives a copy of the utility bill for water, sewer, and garbage services.

I understand that in the event the renter / tenant moves out of the property and leaves an unpaid balance on the utility account, as the owner of the property, I am responsible for payment of the unpaid balance. I further understand that any balance left owing on the utility bill for the city of Omak constitutes a lien against the property, and services will not be reinstated until the balance and lien are paid in full.

In the event the below named tenant vacates the property, I understand that it is my responsibility to notify the City.

**PROPERTY ADDRESS**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , OMAK, WA 98841 ACCOUNT NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**OWNER INFORMATION** **RENTER / TENANT INFORMATION**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MAILING ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** MOVE IN DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** MOVE OUT DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_