

Township of Tay

Tenant-Owner Agreement for Water/Sewer Billing

450 Park Street
P. O. Box 100
Victoria Harbour, On
L0K 2A0
705-534-7248 x 227
705-534-4493 (fax)

for Utility Account Number: _____

Property Address: _____

We have received your request authorizing the Corporation of the Township of Tay to invoice the utility account for the above property directly to the Tenant rather than the property owner. Township by-laws require that invoices be mailed to the property owner, as *“the property owner shall be responsible for payment of all rates and charges for water and sewer services, and any such bill shall be under the owner’s name”*. If a tenant defaults on payment, the onus is on the property owner to make payment arrangements with the Township.

It is the property owner’s responsibility to make all necessary arrangements with the Township when there is a change in Tenants.

To validate the agreement, all accounts must be at a nil balance prior to completion of the landlord/tenant agreement.

If you are in agreement with the above noted terms and conditions, please sign below. Upon receipt of this agreement, the changed billing procedures will commence.

	TENANT	PROPERTY OWNER
Name	_____	_____
Address	_____	_____
	_____	_____
	_____	_____
Telephone	_____	_____
Signature	_____	_____
Date	_____	_____