



UTILITY BILLING DEPARTMENT
910 Cleveland Ave
Mount Vernon, WA 98273
Phone: (360) 336-6218
www.mountvernonwa.gov

Form may be emailed to mvutilities@mountvernonwa.gov

LANDLORD/TENANT STATEMENT FOR UTILITY ACCOUNTS

INCOMPLETE & ILLEGIBLE FORMS WILL BE RETURNED

Account#: _____

I, (owner/agent) _____, hereby certify that I am the owner/agent of the property located at _____; I hereby authorize the City of Mount Vernon to bill the tenant of the above named property for all utility services. I further understand that past due utility bills will be subject to late charges and/or a lien may be filed against the above property; therefore, I am ultimately responsible for all utility charges, penalties, and fees on this account. Account balance must be paid up to the day before the new tenant moves in or no changes will be made. By signing below I am also authorizing the tenant to change the garbage cart size as needed to comply with City Solid Waste standards.

PLEASE NOTE: Billing your tenant for the above account is a courtesy provided by the City of Mount Vernon. Thank you.

Owner / Agent Signature: _____ Date: _____

Owner/Agent Printed Name: _____

Owner/Agent Mailing Address: _____

Phone: _____

Email address: _____ Fax: _____

Check this box to discontinue Autopay, if applicable

Check this box for paperless billing

Tenant Name(s): _____ Phone: _____

Mailing address: _____

Email address: _____ Check here for paperless billing

Start Date: _____ (Tenant customer #) _____ (City will assign)

PLEASE COMPLETE AND RETURN TO:
City of Mount Vernon, 910 Cleveland Ave, Mount Vernon, WA 98273
THIS FORM MUST BE SIGNED AND RETURNED TO THE CITY
BEFORE WE CAN BILL YOUR TENANTS AT THE ABOVE SERVICE ADDRESS