



OWNER/LANDLORD CONTACT INFORMATION

Owner Info:	Last Name: _____ First Name: _____
DBA: _____	Phone #: _____
Rental Property:	
Address: _____	City: <u>Hartford</u> State: <u>WI</u> Zip: <u>53027</u>
Address: _____	*If you need additional space please attach a full listing of your rental properties to this document.
Address: _____	
Address: _____	
Address: _____	
Landlord/Owner Mailing Address:	
_____	City: _____ State: _____ Zip: _____
Manager Contact Info:	Last Name: _____ First Name: _____
Phone #: _____	Email: _____

As the landlord for this service address, I accept responsibility for notification to the City of Hartford Utilities for any changes in occupancy, including coordinating with the tenant in scheduling meter readings when the tenant is moving in and/or moving out. I acknowledge that I am responsible for payment of all City of Hartford Utility billings during vacancies for this service address and for working with the Utility if access is needed to the property. By signing this agreement, I certify that I have read and understand the Notice and Lien Process outlined on the Landlord/Tenant Documentation, and I agree to any terms and conditions outlined within. I further understand that any debt incurred by my tenant may ultimately become my responsibility as the landlord.

Signature

Date

(This form serves as documentation to officially inform the Utility of your Landlord/Owner status and ensures proper notification of delinquent accounts. Please note that failure to agree to the terms provided above does not absolve the property owner of their fiscal responsibility.)