

CITY OF FLAGSTAFF

Customer Service Section, 211 W Aspen Ave, Flagstaff AZ 86001-5359
 (928) 213-2231 Fax # (928) 213-2249



LANDLORD AUTOMATIC TRANSFER SERVICE AGREEMENT

Landlord Service Agreement ("Agreement") entered into this _____ day of _____, 20__.

Between the CITY OF FLAGSTAFF and _____ ("Landlord").

Whereas the CITY OF FLAGSTAFF is authorized to provide water, sewer, trash, and stormwater services to the property; and whereas the Landlord (owner or managing agent for the owner) of certain real property ("Property") desires to have such service automatically transferred into the Landlord's name immediately upon termination by a tenant for the below listed property; therefore, the City of Flagstaff agrees to perform such automatic transfer of services upon the following terms and conditions:

1. The Landlord agrees to pay for the above listed services as billed when due and payable, even if the Landlord is unaware of the tenant's termination.
2. The connection service charge shall be billed to the Landlord for each transfer. This rate is subject to change.
3. It shall be the Landlord's responsibility to promptly notify the City of Flagstaff of any ownership, mailing address or phone number change relating to this Agreement.
4. Either party may terminate this Agreement upon written notice to the other party.
5. This agreement shall be null and void if the account goes to collections for non-payment.

LIST PROPERTIES: (Address)	ACCOUNT #	ACTION (Add/Delete)	COMMENTS
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If more space is required, please attach a separate sheet.)

 LANDLORD NAME (PLEASE PRINT) () - Cell Phone # Email

 BY (SIGNATURE) _____ DOB

 TITLE (IF CORP OR AGENT) _____ BUSINESS TAX ID#

Mailing Address: _____

City, State, and 9 digit Zip Code Please

Entered By: _____
 Customer Service

**Disclosure of your Date of Birth (DOB) is mandatory. The City requests this information solely for identification to ensure the safety of your account and collection purposes. This information will not be released to unauthorized persons.*