



_____ (“OWNER”) hereby grants authorization to the City of Olivia (“City”) to release utility billing information for OWNER’S municipal utility account for OWNER’S property located at: _____ (write in property address or attach exhibit if more space is needed) (the “Property”) until such time as OWNER terminates this authorization and notifies the City in writing of such termination. This authorization specifically allows the City to bill OWNER’S tenant(s) for municipal utility services, pursuant to the Olivia City Code, to the property that a tenant occupies. OWNER must notify the City in writing (whether via paper, fax, or email) the name of the tenant and the corresponding address for that tenant to receive copies of all bills or invoices for the Property, and to submit payments on the account directly to the City for the Property, if desired by OWNER.

Additionally, OWNER authorizes _____ to act on OWNER’S behalf in property management matters, including but not limited to the following: *(Check all that apply)*

- Notify the City of changes in tenancy, including tenants’ name and mailing address
- Receive utility billing correspondence from the City, including bills and late notices
- Pay utility bills
- Make decisions on tenants’ budget payment plans
- Act as Third Party on Cold Weather Rule payment agreements
- Other *(Specify)* _____
- All of the above

OWNER acknowledges that in the event delinquent charges accrue on the City utility account for the Property during the term of this agreement, OWNER shall be responsible to the

City for paying any such delinquent charges, irrespective of the terms of the landlord-tenant relationship between OWNER and tenant. OWNER further acknowledges that failure to pay any such delinquent charges will result in the City certifying such delinquent amounts to the Renville County Auditor for collection with property taxes.

Dated this ____ day of _____, 20____.

Signature: _____

Printed Name and Title: _____

Name of Dwelling *(if applicable)* _____