



1100 37th Street - Evans, CO 80620

Phone: (970) 475-1102

Fax: (970) 330-3472

## Account Change Form (Property Owner Request)

Account Number \_\_\_\_\_

Phone Number: \_\_\_\_\_

Service Address \_\_\_\_\_

Effective Date \_\_\_\_\_

Requested Change: (please check one)

Mailing Address

New Mailing Address \_\_\_\_\_

\_\_\_\_\_

Add a Tenant to bill

Tenant Name \_\_\_\_\_

Add a Property Manager

Property Manager \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Please be aware that as a property owner you are ultimately responsible for the water bill. If for any reason your tenants/property managers fail to pay the utility bill, the property owner will be required to bring the account current or risk disconnection of services. Once you add your tenant/property manager to the bill you will no longer receive any kind of notification indicating the status of your account. It is your responsibility to ensure the utility bill is paid in a timely manner.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Evans Representative

\_\_\_\_\_  
Date