Service Address: _____ Account Number: BID _____

Kootenai-Ponderay Sewer District
Management Sewer Service Agreement Form

The Kootenai-Ponderay Sewer District (the District) requires Sewer Service Accounts to be kept in the property owner's name. In certain situations, and with the property owner's written permission, billing statements may be sent to an alternate party such as a tenant, property manager, or property management company using the information below.

Property Manager information

Date of property possession: _____

Management company Name: _____

Manager/Contact Name(s): _____

Mailing Address: _____

_____

Business phone: (____) _____ - _____ Alternate phone: (____) _____ - _____

Account Password_____ Password hint:_____

Emergency contact: _____ phone: (____) _____ - _____

☐ **send bill directly to property owner(s)** ☐ **send bill to tenant(s)** ☐ **send bill directly to management company**

_____

_____

_____

E-mail address **(optional)** _____

Circle one. I would like my billing sent: **ELECTRONICALLY** **USPS - Mail** **BOTH**

Electronic billings will be from billing@kootenaiponderaysewerdistrict.org or cjohnson@kootenaiponderaysewerdistrict.org

By signing this agreement, I/we understand and agree that the Kootenai-Ponderay Sewer District will begin sewer services in my/our name(s) for the service address and possession date above. I/we also agree to be responsible for the service charges for this location each month until notice of a change of ownership or management is provided to the District. Any unpaid amounts may be collected in a manner permitted by or hereafter permitted by law pursuant to Idaho Code and Statutes.

Name/Title _____ Date: _____

Signature_____ Date: _____

Property Owner Information

Owner Name: _____ Owner Phone: _____

Owner Name: _____ Owner Phone: _____

For office use only:

Type of photo ID provided: _____ Expiration _____

Information taken by: _____ Date taken: _____

UB ____ GIS _____