

**WATER DEPARTMENT**  
**VILLAGE OF MONTICELLO**

2 PLEASANT STREET

MONTICELLO, NY 12701

(845) 794-6810 – TDD PHONE # (800) 421-1220

**BILLING AUTHORIZATION**

THIS FORM ALLOWS A PROPERTY OWNER TO CHANGE THE MAILING ADDRESS FOR UTILITY INVOICES SENT BY THE VILLAGE. A PROPERTY OWNER MAY PLACE THE UTILITY ACCOUNT IN THE TENANT'S NAME, BUT THE ULTIMATE RESPONSIBILITY OF NON-PAYMENT OF THE ACCOUNT REMAINS THAT OF THE PROPERTY OWNER.

Date: \_\_\_\_\_

Water Account Number: \_\_\_\_\_

Property Address: \_\_\_\_\_  
\_\_\_\_\_

Property Owner Name (PLEASE PRINT): \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

Tenant's Name (PLEASE PRINT): \_\_\_\_\_

Tenant's Signature: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address Where Utility Bills are to be mailed: \_\_\_\_\_  
\_\_\_\_\_

Telephone #: \_\_\_\_\_