

VILLAGE OF WESTCHESTER UTILITY ACCOUNT HOLDER APPLICATION



Service Address	
-----------------	--

PROPERTY OWNER (REQUIRED FIELD) **We may request a copy of the Property Deed*

Name	
Mailing Address	
City, State, Zip	
Phone	
Fax	

PROPERTY MANAGEMENT COMPANY

Name	
Mailing Address	
City, State, Zip	
Phone	
Fax	

This is the billing address. **Please Include a Letter of Authorization or Listing Agreement*

TENANT

Name	
Address	
City, State, Zip	
Phone	
Effective Date	

This is the billing address. **Please include a copy of the Lease Agreement.*

*This application may NOT be completed by a tenant.
In order to process your application, please include all necessary supporting documents.
The Property Owner field MUST be completed. This information may not match any other field.
You will be contacted by the billing department if this application is considered incomplete.*



WESTCHESTER UTILITY ACCOUNT HOLDER APPLICATION CONTINUED

I, the **LEGAL OWNER** of the property located at _____ in Westchester, IL 60154 hereby acknowledge that all charges and payments for the Utility Bill for the above stated service address, are my responsibility. I agree that any lease agreement or other contract between myself and a third party (or lessee) does not relieve me of any responsibility toward requirements set forth in the Village's ordinances and code. I acknowledge that any arrangements to send billing to a third party, if requested, are solely extended as a courtesy.

I, the **MANAGEMENT COMPANY** of the property located at _____ in Westchester, Illinois 60154 hereby testify that by signing this document I am authorized to make changes to the Utility account for the above listed property. I further affirm I represent the owner of the above stated property and am acting on their behalf.

PRINTED NAME

SIGNATURE

DATE

OFFICE USE ONLY:

REC'D ON: _____ BY: _____

PRC'D ON: _____ BY: _____