

OWNER/TENANT BILLING AGREEMENT
TO BE COMPLETED BY PROPERTY OWNERS & TENANTS

Account balances must be paid and all information must be furnished in order to process this request

Location Number: _____ Service Address: _____

Move In Date: _____

TENANT SECTION

The undersigned agrees that water/sewer bills for the above service address are to be mailed directly to the tenant for payment. The tenant also understands that water/sewer service is granted solely on the basis of personal information submitted as part of this agreement and certifies that all such information is correct.

Tenant Mailing Address:

_____ Phone No: _____
_____ Email: _____

_____ Tenant Name Signature Date

OWNER SECTION

As the property owner, I understand and agree that tenants of premises, covered by this agreement, are authorized to receive water/sewer bills as agents for me. I further understand and agree that if said undersigned tenant fails to make prompt payment, I am responsible for the payment and will be subject to all applicable penalties, interest, and liens against my property if the payments remain unpaid.

INITIAL ONE (If no selection is made, account will default to allow payment arrangements):

_____ My tenant is authorized to enter into payment arrangements on past due bills at the discretion of the MCSE
_____ My tenant is not authorized to enter into payment arrangements on past due bills and must pay bills on time

Owner's Mailing Address:

_____ Phone No: _____
_____ Email: _____

_____ Property Owner's Name Signature Date

It is the owner's responsibility to ensure that the account is paid current. Owners are encouraged to contact Customer Service at any time for the current status of your account. Customer Service will also calculate "Final Charges" when a tenant vacates. Simply call (330) 723-9585 or email mcsebilling@medinaco.org.

791 W Smith Road, Medina, Ohio 44256
Phone: (330)723-9585 Fax: (330)723-9661 Email: mcsebilling@medinaco.org