



Customer Service Center – 500 N Pearl – Centralia, WA 98531

Phone: (360) 330-7657 Fax: (360) 330-7593

Email: csc@cityofcentralia.com

Tenant Account Information Form

For my convenience, please establish a utility billing account for my tenant:

Property Owner/Landlord must complete all information in this box:

Tenant Name

EFFECTIVE DATE

Spouse or co-tenant

Service Address

To offset any potential liability I may have as owner of the property, I require the City of Centralia to collect a deposit in the amount of \$_____ from my tenant.

As owner of the above named property, I agree to abide by Centralia Municipal Code 13.02.010, State of Washington RCW 35.21 and 35.67, and all other pertinent City Codes and RCWs as they now stand or are hereafter amended. The City may shut off and not restore utilities until all delinquent charges are paid in full and may also employ other legal remedies to collect the unpaid amount.

Owner Name

Phone

Mailing Address

City

State

Zip

Owner Signature

Date

Owner's Email Address: _____

Tenant must complete all information below:

☐ Check if Residential

☐ Check if Commercial

Mailing Address (If different than service address)

Email Address

Phone

Driver's License #

State

Social Security Number

Date of Birth

Driver's License # (Spouse or co-tenant)

State

Social Security Number

(Spouse or co-tenant)

Date of Birth

Employer

Employer's Phone

Employer (Spouse or co-tenant)

Employer's Phone (Spouse or co-tenant)

Tenant understands and acknowledges that the above information will be used for establishing an account in your name for utility services with the City of Centralia. Additionally, this information may be used for the collection of unpaid debts owed to the City of Centralia for utility services. This may include, but not be limited to, turning over your outstanding account(s) to a collection agency.

Tenant's Signature

Tenant's Signature

Date

Confidentiality Note: This document contains information belonging to the City of Centralia which is confidential and/or legally privileged. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this in error, please immediately notify us by telephone to arrange for return of the document to us.