

**COMPANY AND LANDLORD/PROPERTY MANAGER PREARRANGEMENT FOR SERVICE(S)**

This agreement between \_\_\_\_\_ (Landlord/Property Manager) and Mt. Carmel Public Utility Co. (MCPU) describes the rights and duties of MCPU and Landlord/Property Manager with respect to discontinuance of service(s) or assumption of billing responsibility and continuance of service(s) when a tenant vacates a premises and MCPU has no customer of record.

This agreement allows for the placement of the service(s) for the premises, on a going forward basis, into the name of the Landlord/Property Manager and continue service(s) to the premises when a tenant who had utility service(s) in the tenant's name leaves the premises. Absent this agreement, MCPU shall **not** place service(s) in the name of the Landlord/Property Manager unless the Landlord/Property Manager contacts MCPU to apply for service(s).

Should the Landlord/Property Manager choose to continue the service(s), MCPU is to notify the Landlord/Property Manager within two business days of the placement of service(s) into the Landlord/Property Manager's name and responsibility and that the Landlord/Property Manager will be billed on a forward basis for service(s) provided to the premises until a new tenant successfully applies for service(s). If the Landlord/Property Manager would like to opt out of this notification, this agreement will serve as verification of the opt out by Landlord/Property Manager circling Y or N below next to the premises. Y being for the opt out.

MCPU will not hold the Landlord/Property Manager responsible for an amount owing to MCPU by any tenant.

Prior to making the Landlord/Property Manager responsible for service(s), if the meter has not been read by the utility within the past 60 days, MCPU shall obtain an actual meter reading to ensure correct billing, so long as MCPU is provided access to the meter. If MCPU is unable to obtain an actual meter reading, MCPU must allow the Landlord/Property Manager to provide MCPU with a customer reading.

If the Landlord/Property Manager maintains multiple premises within MCPU's service territory, MCPU shall not transfer balances owing from one premises account to another until the Landlord/Property Manager has failed to pay the final bill rendered for that premises or the Landlord/Property Manager requests that the balance be transferred. When transferring final balances from one premises account to another, MCPU shall indicate on the bill the location where the amount due originated.

DATED \_\_\_\_\_

Landlord/Property Manager Authorized Party: \_\_\_\_\_

Service Address:	Continue Service?		Notify? Y or N
	Electric	Gas	
_____	<input type="checkbox"/>	<input type="checkbox"/>	Y or N
_____	<input type="checkbox"/>	<input type="checkbox"/>	Y or N
_____	<input type="checkbox"/>	<input type="checkbox"/>	Y or N
_____	<input type="checkbox"/>	<input type="checkbox"/>	Y or N

*Additional service addresses can be listed on the back*

Service Address:

Continue Service?

Electric

Gas

Notify?

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N

Y or N