

## Owner or Tenant Request for Final Bill

If you are an owner or tenant, you may notify the district office with this form that there is a change in ownership or occupancy.

If you are requesting a final reading, the District office needs a minimum of 24 hours to process your request. There is a \$35.00 transfer fee charged to the seller and/or tenant. The minimum monthly water & sewer bill is \$55.22.



**Note: All lines below must contain valid information. No lines may be left blank.**

Requestor's Name: \_\_\_\_\_

Requestor's E-mail Address: \_\_\_\_\_

Send Final Bill To (name): \_\_\_\_\_

Send Final Bill To (mailing address): \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Closing Transfer Date: \_\_\_\_\_ (mm/dd/yyyy)

Vacating Tenant's name(s): \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

New Tenant's name(s): \_\_\_\_\_

New Tenant Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**A \$35.00 transfer fee will be included in the final bill.**

**Notice:** Water and sanitation districts are special districts which are a form of local government and operate under Colorado Revised Statutes Title 32. Colo. Rev. Stat. 32-1-100(1)(j)(l) provides, "Until paid, all such fees, rates, tolls, penalties, or charges shall constitute a perpetual lien on and against the property served, and any such lien may be foreclosed in the same manner as provided by the laws of this state for the foreclosure of mechanics' liens."

If a customer (whether owner or renter) does not pay the water and sewer bill, water service will be disconnected and all charges, including late payment penalties and disconnection fees, will become a lien on the property.