

**AUTHORIZATION FORM MUST BE RETURNED  
PRIOR TO ANY ACCOUNT CHANGES. PROPER IDENTIFICATION IS  
REQUIRED IN ORDER FOR TENANTS TO RECEIVE BILLINGS**

**TOWN OF CARBONDALE, COLORADO  
UTILITIES AUTHORIZATION**

The Town of Carbondale requires completion of the following form for properties served  
by its utilities systems, but not occupied by the owner

**Please complete and return to 511 Colorado Avenue Carbondale, CO 81623  
at your earliest convenience**

If you have questions, please call (970) 963-3140. FAX: (970) 963-0849

**The Town of Carbondale bills in arrears, and bills are not prorated to reflect a change in tenancy.  
When tenants move they should get with their tenant/landlord to pay the final bill.**

I am the legal owner/mgr of the property located at \_\_\_\_\_  
Carbondale, CO, account number \_\_\_\_\_ . Property address \_\_\_\_\_

I hereby give permission for:

Utility billing for this address to be mailed in care of the tenant, \_\_\_\_\_  
\_\_\_\_\_, effective \_\_\_\_\_  
Tenants Name Move in Date  
\_\_\_\_\_  
Tenant ID

Utility billing for this address to be set up in the name of  
the property manager, \_\_\_\_\_

**The lease or rental agreement between the owner/owner representative and the tenant does not represent  
an agreement for utility services between the Town of Carbondale and the tenant. The Town is not required to  
seek payment of utility bills from any person other than the owner of the property served.**

*I acknowledge that any utilities not paid by the tenant, property manager or his assigns are the sole responsibility of the owner.*

Owner/Mgr \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

Owner Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Owner E-Mail Address \_\_\_\_\_

**An account maintenance charge of \$10.00 will be applied when account maintenance is required  
Carbondale Municipal Code 13.16.070 (2) (E)**