



LANDLORD-TENANT DUPLICATE INVOICE AGREEMENT

MAILING ADDRESS:

Town of Rocky Mountain House
PO Box 1509
Rocky Mountain House, AB T4T 1B2

STREET ADDRESS:

5116 – 50 Ave
Rocky Mountain House
Monday to Friday
8:30 a.m. – 4:30 p.m.

PHONE: 403-845-2866**FAX:** 403-845-3230**EMAIL:**utilities@trmh.ca

UTILITY ACCOUNT NO.:

SERVICE ADDRESS:

PROPERTY OWNER / ACCOUNT HOLDER INFORMATION

NAME:

MAILING ADDRESS:

APARTMENT, SUITE, ETC.:

CITY:

PROVINCE:

POSTAL CODE:

EMAIL ADDRESS:

PHONE NUMBER:

BILLING PREFERENCE: ☐ Mailed Invoices (\$2.00 fee applies) ☐ E-Billing**TENANT INFORMATION**

NAME:

MAILING ADDRESS:

APARTMENT, SUITE, ETC.:

CITY:

PROVINCE:

POSTAL CODE:

EMAIL ADDRESS:

PHONE NUMBER:

BILLING PREFERENCE: ☐ Mailed Invoices (\$2.00 fee applies) ☐ E-Billing**ACKNOWLEDGEMENTS**

1. By signing this agreement, I agree the Town of Rocky Mountain House may send duplicate utility invoices to the person(s) stated.
2. Regardless of the agreement to mail or email a duplicate bill, the undersigned shall continue to be directly responsible to the Town of Rocky Mountain House for all rates, charges and other costs connected with providing water and sewer services to the street address named above.
3. The undersigned understands that if the utility account remains unpaid, the outstanding charges may be transferred to the property tax account respective of the service address above and/or services will be discontinued.
4. The undersigned agrees to notify our office when there are changes to the information provided herein.

Signature (Property Owner)

Date

Office Use Only

Entered by _____

Date _____

Personal information that is collected as part of this form will be used for purposes related to the administration of Utility services. Collection is authorized under section 4(c) of the *Protection of Privacy Act (POPA)* and is managed and protected in accordance with the Act. Questions about the collection, use or disclosure of your personal information may be directed to the Access and Privacy Officer at 403-845-2866 or email accessandprivacy@trmh.ca.