



UTILITIES BUSINESS OFFICE

PERMISSION TO ACT AS AGENT (LAND CONTRACT)

ACCOUNT NUMBER _____ - _____ . _____

SERVICE ADDRESS _____

Please be advised that the land contract buyer listed below is purchasing the above property via land contract.

I, as owner of said property, grant permission to the land contract buyer to acts as my agent in matters relating to water, sewer, and/or curb service/recycling collection services (including the automatic bill payment program) until written revocation of this permission is delivered to the Utilities Business Office, or until the land contract buyer provides the Utilities Business Office evidence the title has been recorded in their name(s). I understand and agree that the land contract buyer of the property covered by this agreement is authorized to receive the utilities bills as agent for me.

I understand that the Utilities Business Office will notify me, as owner of record, by mail at the address listed below of any delinquencies and/or turn-off notices regarding the above account. This grant shall **not** act as a waiver or release of my ultimate responsibility for all billings due at said property as owner/deed holder.

Above conditions accepted by OWNER OF RECORD	Name (please print) _____ Signature _____ Address _____ City, State, Zip _____ Phone (____) _____ Date _____
Above conditions accepted by LAND CONTRACT BUYER	Name (please print) _____ Signature _____ Address _____ City, State, Zip _____ Phone (____) _____ Date _____
Indicate to whom the bills are to be mailed	Name (please print) _____ Signature _____ Address _____ City, State, Zip _____ Tenant Occupied? <input type="checkbox"/> Yes <input type="checkbox"/> No

***** THIS FORM MUST BE NOTARIZED TO BE VALID *****

Sworn to and subscribed to in my presence this _____ day of _____, 20_____.

Notary Public _____

Submit **fully completed** form via:

Scan and e-mail to UBO@AkronOhio.gov or

Fax to (330) 375-2308 or

Mail to: **City of Akron Utilities Business Office**
1180 S Main St, Suite 110
Akron, OH 44301-1253