



CITY OF PELLA
825 BROADWAY ST., PELLA, IA 50219
PHONE: 641-628-4173 FAX: 641-628-3120 EMAIL: utilities@cityofpella.com

APPLICATION FOR SERVICE – LANDLORD

Please check the appropriate box(es). If form is not completed, it will be returned.

Lien exemption

The undersigned represents that he or she is the landlord of the separately metered, residential or commercial, rental property identified below. Furthermore, the undersigned represents that the tenant is not a contract buyer. The undersigned requests an exemption on residential property from the possibility of lien for water, sewer, solid waste, and storm water services or on a commercial property the possibility of a lien for water services only to such property. A new written notice must be received within thirty business days of a change in ownership.

Request for Notice to Owner

The undersigned hereby represents that he or she is the owner of record on the properties identified below, and hereby requests that he or she is given notice to the mailing address indicated below of any delinquent utility charges.

Tenant Responsibility

Tenants that are responsible to pay for services at these locations will be required to fill out an application and, if warranted, pay a deposit before service is put into his/her name.

Change of account (Owner Responsible)

As the owner of the listed property below, the undersigned authorizes services to be automatically put into his/her name upon the request for a final billing from the existing tenant.

Service Addresses:

Name of Business: _____

Mailing Address: _____ Phone #: _____

Federal ID # or SSN: _____ Sole Proprietorship Partnership Corporation

Property Contact: _____

Phone#: _____ Email: _____

Billing Contact (if different): _____

Phone#: _____ Email: _____

Additional Authorized Contact: _____

Phone#: _____ Email: _____

Please contact us prior to disconnection/disruption in service: YES NO

Any additional instructions related to your service locations: _____

Permission to Contact: I consent to receive telephone calls, text messages and email messages from the City of Pella, and from any business associates with which the City of Pella has contracted, at the phone number(s) and email address associated with my account (including wireless telephone number(s), so that the City of Pella and its business associates may provide Utility information, service my account, and/or collect any amounts owed for this/these service(s) provided.

I understand that I may be charged for calls and/or texts by my wireless carrier, and methods of contact may include prerecorded or artificial messages and/or use of an automated dialing system.

Signature: _____ Current Date: _____