



NOTICE TO LANDLORDS AND TENANTS REGARDING RENTAL PROPERTY

1. All owners of property served within the Town of Nederland are ultimately the responsible party of the account, and remain responsible irrespective of any tenancy.
2. The Town of Nederland WILL NOT seek collection for final payment from ANY previous tenant.
3. The property owner/landlord's name and/or Management Agency will remain on file at all times.
4. A new tenant's name will be added to the account only after the property owner, the management Agency, and the new tenant have notified us, and we have received a Water/Sewer Authorization Form signed by both the tenant and the landlord. At all other times, billing statements will be sent to the landlord or Management agency.
5. When a tenant's name has been added to the account, quarterly billing statements will be sent to the tenant's mailing address. All new tenants will receive a status of the account as well as a copy of this notice.
6. If at any point the account becomes 70 days past due, a Shut Off Notice (red tag) will be posted on the door of the service address and per Town Code, related charges will be applied. Payment in full (cash or certified funds) must be paid within 15 days of posting the Shut Off Notice (red tag), or service will be discontinued. If a Water/Sewer Authorization Form is on file, a copy of the shut off letter will be sent to the landlord.
7. The district must receive notice at least 48 hours prior to the move-out date from either the tenant or the owner/Management Agency, as applicable.
8. If a tenant's name has been added to the account, they will be authorized to contact the District to notify us of their move-out date. The tenant's name will be removed, and the account will be put back into the property owner's name.

In order to transfer any account into a tenant's name, a Water/Sewer Authorization Form is required.

If you have any questions, please call the Water Billing Department at 303-258-3266 x4010.