

LANDLORD AUTHORIZATION FORM

SMYTH COUNTY WATER AND SEWER DEPARTMENT
121 Bagley Circle, Suite 113, Marion, Virginia 24354
(276) 783-3298 ext. 8328 or 8329

DATE: _____

TENANT NAME: _____

ADDRESS: _____

To Whom It May Concern:

_____ has entered into a lease for the property
(Tenant Name)

located at _____ and is authorized to
obtain services at this address as a tenant of _____.
(Property Owner Name)

Property Tax Map No. _____ Deed Book _____ Page No. _____.

Written Lease Agreement?: _____ no _____ yes

EMAIL: _____
(I agree that the County may use my email for notice purposes.) _____ (initial)

Signed: _____ Date: _____
Property Owner

City/County of _____ Commonwealth/State of _____

The foregoing instrument was duly signed and acknowledged before me this ____ day of _____,
2014, by _____ and _____.

Notary Public

My commission expires:

A fully refundable security deposit of \$150 paid by the tenant (or tenant's sponsor, if applicable) will be paid upon termination of the service if the bill is paid in full. If the deposit is used against amounts owed, the remainder of the deposit is refunded to the tenant or sponsor. If monies still owed exceed \$25 after the deposit is applied, the county will use reasonable collection methods including debt set-off. The landlord will be given 30 days' notice to settle the tenants' bill prior to an automatic lien being placed on the serviced property. The landlord may then pursue payment from tenant through subrogation.