

LANDLORD NOTIFICATION FORM

Beginning **February 1, 2015**, the Beatrice Board of Public Works shall offer the following options to any landlord with a property served with utilities by the Beatrice Board of Public Works:

1. A landlord may choose not to have the utilities at any property they own automatically transferred into their name in the event a tenant terminates service or is disconnected for non-payment. The landlord will not receive any notification.
2. A landlord may have the utilities at any property they own automatically transferred into their name in the event a tenant terminates service or is disconnected for non-payment. The landlord will not be notified when this transfer occurs.
3. A landlord may have the utilities at any property they own automatically transferred into their name in the event a tenant terminates service or is disconnected for non-payment. The landlord will be notified when this transfer occurs.
4. A landlord may choose not to have the utilities at any property they own automatically transferred into their name in the event a tenant is disconnected for non-payment. The landlord will receive notification if the utilities remain disconnected for two (2) consecutive business days.

Options 1 and 2 shall be offered free of charge. Options 3 and 4 shall be offered for a fee of fifty dollars (\$50.00) each time a landlord is notified by the BPW.

Any landlord wishing to have Option 3 or 4 shall sign and return an authorization form, agreeing to be responsible for all cost associated with their choice. A landlord may sign up for the same or different options for each of the properties they own. Each separate service location shall be considered a separate property. The landlord shall be responsible for providing the BPW a list of all properties that they own. The landlord shall be responsible for ensuring that their contact information is kept continually current. Any landlord who does not sign up shall automatically be enrolled in Option 1.

_____ I wish to choose Option _____ at this time and pay the fee, if applicable.

Name: _____

Mailing Address: _____

Phone Number: _____

Date: _____

Signature