

Sequoyah County Rural Water District #4



PO Box 128 / 461426 East 1105 Road

Sallisaw, OK 74955

Office: (918) 774-9869 Fax: (918) 774-9334

www.sequoyahrwd4.com

CHANGE IN OCCUPANCY AUTHORIZATION

Owner / Landlord Name: _____

Owner Address: _____

Service Address / Location: (include driving directions if necessary): _____

Account #: _____ Effective Date of Lease Agreement: _____

The undersigned hereby agrees to allow listed renter/lessee to use the water membership and authorizes account information to be sent to their mailing address. It shall be the property owner's responsibility to advise the RWD #4 office of any changes in occupancy.

Owner / Landlord Signature: _____ Date: _____

Primary Renter Name: _____

Mail Address: _____

Address

City/State/Zip

Home Phone: _____ Cell Phone: _____ Email: _____

Place of Employment: _____ Work Phone: _____

Additional Renter Name: _____

Cell Phone: _____ Place of Employment: _____ Work Phone: _____

The undersigned hereby accepts responsibility for water service with Sequoyah County RWD #4, and hereby agrees that upon approval hereof, I/we will comply with and be bound by all rules and regulations of Sequoyah County RWD #4, and agree to pay all usage fees, service charges, or other lawful amounts chargeable to lessee.

Lessee Signature: _____ Date: _____

NOTE: Form must be completed & returned to the SCRWD #4 office.

For Office use only:

Ok'd by: _____ Date Entered: _____ Transfer Fee: _____ Lease: _____

Meter #: _____ Register #: _____ Meter Read: _____ Location ID: _____ Work Order #: _____