



Utility Responsibility Change Form

INVESTING IN COMMUNITIES

Client Information Client #: Client Name: Unit Address: City, State, Zip:		Unit Information { Please circle appropriate information } Unit Type: House/Duplex or Apt/Duplex # of Bedrooms: 1 2 3 4 5 6 7	
Item	Special Fuel Type { Please check type of fuel used }	Provided by	Paid by
		T=Tenant O=Owner	T=Tenant O=Owner
Heating	<input type="checkbox"/> Natural Gas <input type="checkbox"/> Bottle Gas <input type="checkbox"/> Oil/Electric <input type="checkbox"/> Coal or Other		
Cooking	<input type="checkbox"/> Natural Gas <input type="checkbox"/> Bottle Gas <input type="checkbox"/> Oil/Electric <input type="checkbox"/> Coal or Other		
Water Heating	<input type="checkbox"/> Natural Gas <input type="checkbox"/> Bottle Gas <input type="checkbox"/> Oil/Electric <input type="checkbox"/> Coal or Other		
Air Conditioning			
Water			
Sewer			
Trash Collection			
Range/Microwave			
Refrigerator			

The Housing Authority is required to execute a new lease and contract when there are changes to the type of utility or payment responsibility. These changes may affect the amount of tenant rent and/or housing assistance payment. A new lease and contract will be sent to you for signature within 15 days of receipt of this paperwork. The terms of the lease and contract will be month-to-month.

We certify that the above information is true and correct.

_____ **Tenant Signature**

_____ **Date**

_____ **Owner Signature**

_____ **Date**

