

City of Keyser
Landlord Service Agreement

Name: _____

Address: _____

Telephone #: _____

I, _____ the owner and landlord of the following properties desire to have services automatically transferred to my name when they are vacated. I will be responsible for the water and sewer service until the next renter signs up for service or until I request the service to be taken out of my name.

OR

I, _____, the owner and landlord of the following properties desire to have the meter automatically shut off and locked or removed and transfer the account to vacant when they are vacated. If usage occurs while the City of Keyser has the account in vacant or is unable to be shut off due to plumbing design, I understand as the owner I am responsible for any usage and the account will transfer back to the owner name to bill until the new renter signs up. I understand the account can be placed in vacant upon owner request at any time; however, if any usage occurs, the account will revert to owner for billing. I also understand that I am still responsible for the annual fire fee.

