

CITY OF MONETT CONTINUOUS SERVICE AGREEMENT

In an effort for the City of Monett Utilities to maintain an effective relationship with landlords and/or property managers, the City is providing the following Continuous Service Agreement. Under the agreement, The City of Monett Utilities agrees to maintain service to customer's vacant units by placing the service in the applicant's name when tenants discontinue services.

Landlord Security Deposits Required on Rental Units

Without a signed Landlord Agreement all utilities will be disconnected upon tenant disconnection, and landlords will be required to provide a new utility application with each connection.

With a signed Landlord Agreement landlords will indicate if services are to be transferred or disconnected upon tenant transfers. Also, landlords will be required to provide a matrix deposit based on the number of units they own. The matrix deposit for single-family rental units is \$50.00 for units such as apartments, duplexes, houses with more than one unit will be \$25.00 per unit, with a maximum deposit of \$500.00. Commercial rental deposits will be based on a deposit set by the Utility Superintendent.

Connection/Disconnection of Utility Services

- 1) Utilities will be disconnected when the City receives a disconnect notice from a tenant unless the City has a written letter from the landlord identifying the property to automatically be transferred back into the landlords name with no interruption of utility service. The Landlord agrees that, as owner and landlord, they will be personally liable to the City of Monett for the cost of utility services which may be furnished after the closing reading of the meter(s) for the departing tenant until the opening reading of the meter(s) for the new tenant
- 2) The landlord shall be responsible for providing written notification to the City for change of billing address or telephone number, sale or purchase of property, or wish to discontinue this agreement. Responsibility for utilities connection or disconnection of these properties is solely that of the landlord.
- 3) The City of Monett will not assume responsibility for the utility bill that is in the tenant or landlords name.
- 4) Landlords shall provide the City of Monett a complete list of all rental property to avoid filling a new application with each utility transfer.
- 5) A renters receipt or signed lease agreement between the landlord and tenant will be required from each tenant in order for them to apply for utilities with the City.
- 6) If a tenant should be **disconnected for non-payment**, services will remain off until the past due balance is paid or the landlord notifies City Utilities for utility transfer.

I, the undersigned, am the owner/manager of real property, which I lease or rent from time to time.

Please transfer utilities to owner/manager's account: YES or NO (circle one)

[illegible]

I understand that I may assign the responsibility for contacting the City of Monett to one or more authorized representatives for the purpose of transferring accounts into my name between tenancies. Said agents will be designated by virtue of an Appointment of Agent Agreement bearing my signature, which will serve as an addendum to this Landlord Agreement.

Property Owner's Name: {Landlord's Name} _____

Owner/Landlord Address: _____

Telephone Number: _____

Signature: _____

Name or Names of Authorized Representatives _____

DATE: _____