

LEHIGH COUNTY AUTHORITY

Allentown Water / Sewer Service (city accounts only)

1300 Martin Luther King Dr.
 Allentown PA 18102
 610-437-7515
 610-841-1994 (fax)
 cityservice@lehighcountyauthority.org

Suburban Areas (non-city accounts)

1053 Spruce Street, PO Box 3210
 Allentown, PA 18106
 610-398-1444
 610-398-8413 (fax)
 service@lehighcountyauthority.org

Owner & Tenant Authorization to Invoice for Metered Water and Sanitary Sewer Service

This Authorization is valid for 90 days. If all terms are not met within 90 days, a new Authorization will be required.

NOTE: All outstanding water/sewer balances must be paid in full prior to LCA completing this requested change.

SERVICE ADDRESS	TENANT MOVE IN DATE	ACCOUNT NO.	BALANCE	
			AS OF DATE	AMOUNT

I (we) acknowledge that Lehigh County Authority (LCA) provides water and sewer service to a premises only at the owner's request, and that I (we) as owner(s), remain ultimately responsible for paying the cost for water and sewer services. I (we) request and authorize LCA to **send all bills** for water and sewer services for the service address to the tenant listed below. I (we) understand that I (we) remain primarily responsible for payment of bills at all times. In addition, I (we) will be responsible for paying any outstanding water and sewer charges for service through the date of this change. Any time a tenant moves in or out, a \$15 service initiation fee will be billed to the new billable customer (tenant or owner), and I (we) agree to be responsible for such charges.

OWNER INFORMATION

Owner(s) Name (printed): _____

Owner(s) Signature: _____	Date: _____
Mailing Address: _____	Phone: _____

TENANT INFORMATION

I (we), as tenant(s), acknowledge that I (we) will be billed directly for water and sewer services for the service address, and a \$15 service initiation fee will apply to my first bill for service.

Tenant Name(s): <i>(please print)</i> _____	
Tenant Signature(s): _____	Date: _____
Mailing Address: _____	Phone: _____

LCA Customer Care Checklist:

- Service Order for Settlement Reading
- Create Pending

Tenant Service Start Date: _____