



CS009(a)

### LANDLORD NOTIFICATION FORM

DATE: \_\_\_\_\_

METER NUMBER \_\_\_\_\_ HOUSE/APARTMENT # \_\_\_\_\_

STREET NAME \_\_\_\_\_

Dear Sir/Madam,

Please accept this notification that \_\_\_\_\_ has moved/will move out of the above premises on (MM/DD/YY) \_\_\_\_/\_\_\_\_/\_\_\_\_. I/We hereby request that you read the meter, render a final bill and close the captioned account.

AND/OR

The new tenant, \_\_\_\_\_, has moved/will move in on (MM/DD/YY) \_\_\_\_/\_\_\_\_/\_\_\_\_. Please open an account in his/her name.

I understand that I will be liable for water and/or sewer charges during periods when the premises are unoccupied.

Should you require additional information, please contact me at P.O. Box \_\_\_\_\_, Telephone \_\_\_\_\_ or email \_\_\_\_\_.

Sincerely,

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
(Print Clearly) Owner's Name

***New Tenants must bring in either a passport, driver's license or voter's card, along with a National Insurance Card and the lease agreement, rent receipt or deposit receipt in the same name. Non-Bahamians must supply all of the above, plus a valid work permit or proof of permanent residency.***

For Official Use Only

Old CID/LID \_\_\_\_\_ WO # \_\_\_\_\_

New CID/LID \_\_\_\_\_

Account Alternate ID # \_\_\_\_\_

STAMP  
&  
INITIALS