

**Parkersburg Utility Board Landlord Agreement**  
(Permanent Signatory Authorization)



Owner's Name: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_ Email: \_\_\_\_\_

Last four of Social Security or entire Federal Tax Identification Number: \_\_\_\_\_

Select an option for all accounts listed: \_\_\_\_\_ Automatic \_\_\_\_\_ Phone Call Required

Authorized Representatives: \_\_\_\_\_

I agree that water/sewer service will be left on and billed to the address above whenever a tenant at any of the service addresses below request a discontinuance of service. I understand that I will be responsible for all utility usage at the address for so long as the utility remains in my name. This Agreement is not applicable if service is disconnected for nonpayment of a bill.

I understand that I am responsible for the billing until such time that the Parkersburg Utility Board (PUB) has been properly notified that the address has been rented or I request the service be disconnected. I understand that I can contact PUB to verify that the tenant has signed for service.

I understand that if I choose to I can indicate up to two additional individuals that are authorized to contact PUB to activate water and sewer service in my name.

Service Addresses Covered by Agreement:	Office Use Only Account

Use Permanent Signatory Authorization-Continuation Page for Additional Units

This Agreement shall only be in effect if the landlord remains a customer in good standing. This agreement will remain in effect until PUB receives proper notification to cancel the agreement. It is the owner's responsibility to notify PUB if any of the property is sold.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please mail, fax or email completed form to:*  
Parkersburg Utility Board  
PO Box 1629  
Parkersburg, WV 26102  
Fax: (304)424-8555 Email: [customer.service@pubwv.com](mailto:customer.service@pubwv.com)