



Duplicate Billing Request

The undersigned, being the owner of the following described single-family residential property hereby requests that Valley View Sewer District, King County, send duplicate billing of sewer charges to the tenant of the said rental property, on terms and conditions set forth herein:

Account No:

Tenant Name(s)

Tenant Address

Tenant Address 2

City State

Zip code Tenant Phone #

Terms and conditions

1. Duplicate billing shall in no way be construed by either party as a waiver of District's rights to file a lien or liens against the real property pursuant to statutory authority of the State of Washington.
2. This duplicate billing shall not relieve the property owner or the property of liability for any and all unpaid sewer charges, interest and penalties. If the account is unpaid by the tenant this contract is null and void and the account will revert back to the owner of the property and commencement of lien and foreclosure will proceed if the account is not brought current.
3. In the event of a change of tenants, the owner must notify the District in writing within thirty (30) days.
4. Effective June 1, 2008, there is an administrative fee of \$25.00 for each new tenant set up on the duplicate billing program, or for each existing tenant returned to the program.
5. Account balance MUST be \$0 before a duplicate bill will be sent.

Date Owner's mailing address

Owner's signature City

Owner's printed names State Zip code

Phone Number

For Office Use Only

Approved by	
Date	
Additional Information	