



AUTHORIZATION TO RELEASE COMBINED UTILITY BILLING INFORMATION AND/OR AUTHORIZE TURN-ON/SHUT-OFF ORDERS

As the provider of the water/stormwater service utility to the Cañon City community, the City of Cañon City is bound by certain privacy requirements. Information regarding an utility account cannot be released to anyone other than the property owner (the holder of the account). Likewise, the City cannot honor a request for service, such as turn-on/shut-off of service, by anyone other than the property owner.

Authorization to third party: Information may be released and changes in service may be ordered by any individual other than the property/account owner when the City receives the written permission of the property/account owner. For your convenience, this form is provided to authorize the City to release information to, or accept the order for service from, any individual, company, or group that you may wish to have access to your information.

Property/Account Owner Name: _____

Address of Account: _____

I hereby authorize the City of Cañon City Water/Stormwater Department to release my water usage and billing information to the below listed individuals. This release also authorizes any of the below indicated individuals to order turn-on/shut-off services at my address: (Please ***initial*** all that apply)

_____ My realtor and/or affiliates. Please specify name and/or company(s):

_____ The title company handling the closing on the sale of my home.

_____ My tenant(s). Name(s): _____

_____ My family member(s): Name(s): _____

_____ Other (Please specify): _____

_____ **EMERGENCY CONTACT ONLY:** The below listed individual has my authority to issue an order for turn-on/shut-off activities in emergency circumstances when I cannot be reached. This release *does not* extend to billing and usage account information.

Name: _____ Daytime Phone: _____

Address: _____ Evening Phone: _____

This release shall be in effect until otherwise provided, in writing, by the property/account owner.

Signature of Account Holder

Date

Witness Signature

Date