

**City of Monticello
Landlord's Utility Service Application**

Landlord's Name: _____

Rental Property: _____

Billing Address: _____

Home Phone: (____) _____ **Work Phone:** (____) _____

Will you keep utility service in your name: _____

All Applicants for water service in Monticello:

I acknowledge the receipt of Ordinance 2000-29, which explains my rights and responsibilities, as a water user and landlord of property receiving utility services in the City of Monticello. I agree to abide by and be bound by all provisions of this Ordinance. As a landlord, I accept responsibility for all unpaid utility bills for all subsequent renters.

Date

Signature

For any questions of Ordinance 2000-29, please call (217) 762-2583.

The City of Monticello will return all rental property to the owner's name when renters request discontinuation of service. If you wish the bill to be sent to any address other than the service address, or if you want the water turned off, you must contact the City of Monticello before or when the renter is expected to leave. Notification to the City must be made each time a renter moves out of the above property. There is a \$10.00 charge to turn water off and on. The renter's water deposit of \$50.00 is required of all **renters** before utility service will be transferred into their name. This deposit will be applied to their final bill. As a general rule, landlords become responsible for the renter's water bill if it remains unpaid after 3 months from the date the City is notified that they are moving. If the balance remains unpaid after 4 months, a lien will be filed against the property. The City of Monticello encourages landlords to check on the status of their tenants' utility service bills. The City also suggests that landlords check with the City to see that all water bills for the renter have been paid prior to refunding their renter's deposit.