

**FLO COMMUNITY WATER SUPPLY CORPORATION**  
13934 FM 1511, Buffalo, TX 75831  
903-322-4134 (phone) ~ 903-322-1778 (fax)  
www.flocommunitywater.org

### THIRD PARTY BILLING AGREEMENT (RENTERS AGREEMENT)

Account Number: \_\_\_\_\_ Meter #: \_\_\_\_\_

Any Flo Community Water Supply Corporation Member renting or leasing property to other parties is responsible for all charges due the Corporation in the event a renter or lessee leaves the Corporation with unpaid bills. *Only the owner can make any changes to this water account.* **Initial:** \_\_\_\_\_

**The Corporation will bill the renter or lessee for water service as a third party; however, the Member is fully responsible for any and all unpaid charges left by the renter or lessee.** I, \_\_\_\_\_ (the owner), do understand I am responsible for any unpaid charges left by my renter or lessee: **Initial:** \_\_\_\_\_

The Corporation, upon request of the Member, will notify the Member of the renter's or lessee's past due payment status subject to a service charge of \$1.00.

If the past due balance is not paid by either the member or the renter and the meter is scheduled to be removed, the Corporation will notify the member as of the final date to pay the outstanding balance.

All accounts are owned and controlled by deeded property owners. Service may be disconnected or discontinued at the discretion of the deeded property owner at any time.

If the Member has leased or rented the property, or in the event of divorce or separation, and the deeded property owner has requested disconnection or discontinuation of water service, **it is the policy of Flo Community Water Supply Corporation to notify the current occupant of the property of such request seventy-two (72) hours prior to the disconnection of service.** Any cancellation of membership requested by the member will be held for 30 days to allow renter/lessee other options necessary to procure water services.

As a Member of the Flo Community Water Supply Corporation, I understand the above Corporation policy. It is my request that Flo Community Water Supply Corporation bill my renter/lessee for their monthly water usage. It is agreed that I will notify the Corporation when a change in the status of my renter/lessee is made and all unpaid charges will be my responsibility.

I do agree under Section E Item 9 of the Flo Community Water Supply Corporation Tariff that an administration fee will be charged to my account. **FEE: \$25.00** **INITIAL:** \_\_\_\_\_

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

#### **OWNER INFORMATION:**

_____	_____	(____) ____ - _____ [ ] text available
Member's Name	Effective Date	Contact #1
_____	_____	_____
Service Address	Mailing Address	Contact #2
_____	_____	_____
City, State, Zip	City, State, Zip	Email Address

#### **THIRD PARTY BILLING INFORMATION:**

_____	_____	(____) ____ - _____ [ ] text available
Renter/Lessee Name	Effective Date	Contact #1
_____	_____	_____
Service Address	Mailing Address	Contact #2
_____	_____	_____
City, State, Zip	City, State, Zip	Email Address

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I, the owner, do understand I am responsible for any unpaid charges left by my renter or lessee. I understand under Section E Item 9 of the Flo Community Water Supply Corporation Tariff that an administration fee will be charged to my account: Administration Fee: \$\_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I, the third party (renter/lessee), do understand the property owner is responsible for any unpaid charges left by me.

Third Party (Renter/Lessee) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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OWNER NOTARY;  
STATE OF TEXAS § COUNTY OF \_\_\_\_\_ §

Before me, the undersigned on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and considerations therein expressed.

Given under my hand and seal of office on this the \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_.

Notary Public in and for the State of Texas

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RENTER/LESEE NOTARY;  
STATE OF TEXAS § COUNTY OF \_\_\_\_\_ §

Before me, the undersigned on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and considerations therein expressed.

Given under my hand and seal of office on this the \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_.

Notary Public in and for the State of Texas