



# Utilities Information

Date: \_\_\_\_\_ Property Address: \_\_\_\_\_

Resident Name(s): \_\_\_\_\_  
\_\_\_\_\_

Unit Number: \_\_\_\_\_ Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### PLEASE READ THIS INFORMATION CAREFULLY!

All incoming residents are required to personally contact the utility company(ies) to set-up tenant billing as per your Rental Agreement. The utility company(ies) will also be notified by Evergreen Property Management to remove existing billing information as of the date of your planned move-in. If you fail to contact them, you will have an interruption of service, which can result in additional fees to you. You will be held responsible for the bill from the day your tenancy begins as per your Rental Agreement.

When you contact the utility company and make service arrangements, please obtain your new account number and list it below for Agent's records. **Please return this sheet to Evergreen Property Management with the information.** Without exception, this document will be required before your keys can be issued.

The following information may be helpful in making contact:

UTILITY COMPANY	PHONE	NEW ACCOUNT # (You Fill In)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Evergreen Property Management

24111 NE Halsey Street, Suite 203, Troutdale, OR 97060

Resident \_\_\_\_\_ Date \_\_\_\_\_ Resident \_\_\_\_\_ Date \_\_\_\_\_

Resident \_\_\_\_\_ Date \_\_\_\_\_ Resident \_\_\_\_\_ Date \_\_\_\_\_

Resident \_\_\_\_\_ Date \_\_\_\_\_ Resident \_\_\_\_\_ Date \_\_\_\_\_