



# City of Winston-Salem Revenue Division

Bryce A. Stuart Municipal Building, 101 East First Street

## AGREEMENT TO DESIGNATE STORM WATER SERVICE BILLING

**Please read carefully:** The property owner is ultimately responsible for payment of the storm water service charge for property for which the party billed has not paid the service charge. Owners and occupants of property may designate which party shall receive the storm water service bill by completing and properly executing this form provided by the city. Such transfer does not relieve either the owner or occupant from liability for storm water service charges if they are not paid by the party billed. Where a property receives water and/or sewer service, if storm water service charges for that property are not paid, water and/or sewer service to that property may be terminated, whether or not the storm water charges were included on a combined utility bill. Termination will be handled in accordance with the City/County Utility Commission Policies and Procedures regarding notice, appeal, and termination of utility service. Where storm water service charges have not been included on a combined utility bill for a property, water and/or sewer service to that property will not be terminated unless the city has sent the occupant notice of the unpaid storm water service charge and possible utility termination fourteen (14) days prior to the termination.

### Lessee Section

Service address \_\_\_\_\_

Name of individual to be billed \_\_\_\_\_

Mailing address \_\_\_\_\_

Effective date to change billing address \_\_\_\_\_

I, \_\_\_\_\_ lessee of the above mentioned property understand and agree, as evidenced by my signing this statement, that I am responsible for storm water service charges which will be billed to my account. (Such transfer does not relieve either the owner or occupant from liability for storm water service charges if they are not paid by the party billed.)

Signature (person to be billed) \_\_\_\_\_

Date \_\_\_\_\_

### Property Owner Section

Property owner name \_\_\_\_\_

Property owner signature \_\_\_\_\_

Property owner mailing address \_\_\_\_\_

Date \_\_\_\_\_

print, complete and submit form to:

City of Winston-Salem, Revenue Division  
 Attention Storm Water  
 P. O. Box 2756  
 Winston-Salem, North Carolina 27102-2756