



CITY OF RENSSELAER

RENSSELAER, INDIANA

PROPERTY OWNER QUESTIONNAIRE

OWNER INFORMATION							
Name:							
Mailing Address:							
SSN:		ID #:			DOB:		
Phone #:				Alternate #:			
Email Address:							
CO-OWNER INFORMATION							
Name:							
SSN:		ID #:			DOB:		
Phone #:				Alternate #:			
Email Address:							
BILLING INFORMATION							
Paperless Billing: (Please circle) Yes or No				Keep Deposits on file: (Please circle) Yes or No			
PROPERTY MANAGER							
Name:							
Phone #:				Alternate #:			
RENTAL PROPERTY ADDRESSES							
Service Address:		Account Type		Services			
1)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
2)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
3)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
4)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
5)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
6)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
7)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
8)	Residential	Commercial	Elect	Sec light	Gas	Water	Sewage
ACCOUNT SECURITY							
Password:				Hint:			
Authorized Users have permission to obtain information pertaining to billing & payment history and work order information. *Only the applicant may make changes to the services or close the account.							
1)		Phone #:					
2)		Phone #:					
3)		Phone #:					
4)		Phone #:					
ADDITIONAL INFORMATION							
_____ Each active utility account is charged an environmental fee. The fee is shown on your monthly bill.							
_____ The City will notify you in writing when a tenant vacates the property. If you have deposits on file for the vacated property, the services will be transferred into your name. If you want the services disconnected, you need to contact our office. If you do not keep deposits on file, all services will be disconnected per City Ordinance 17-2009.							

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<p>*The City maintains no liability for any property damage caused by disconnection of services due to lack of deposits or tenant's delinquency. *Per IC Code 36-9-23-31 the City will file a sewer lien on all outstanding sewage balances.</p>			
<p>If an account in your name becomes delinquent and require collection efforts, this information will be shared with Online Utility Exchange. Furthermore, if legal action is necessary to collect amounts due under the account, the undersigned consents to the jurisdiction of the Jasper County Indiana courts.</p>			
<p>I have read the above information and duly attest that the above responses are true. I understand that misrepresentation or omission of any facts or information called for on this application is subject to any and all City of Rensselaer Codes and/or ordinance(s). I understand that if such information is found to be false (fraudulent), the City will be bound to resolve this matter in accordance to its policies, codes, and/or ordinances, which may include any necessary fees or fines.</p>			
Owner Signature:			Date
Co-Owner Signature:			Date
For Office Use Only:			
Credit Report #:		Clerk Initials:	
Deposits Required: (Circle One)	Standard	High Risk	
Clerk initials and date completed			
Scanned:	CUBIC:	WO#:	Laserfiche: