



Rockdale Water Resources

ROCKDALE WATER RESOURCES RESIDENTIAL LANDLORD PROGRAM

LANDLORD PROGRAM DETAILS

- Landlord will fill out regular application one time which will be kept inside Customer Service office at all times with other pertinent documents Landlord has completed (**NEW SERVICE APPLICATION**).
- Landlord should read full details of Landlord Program and initial page (**PROGRAM DETAILS ATTACHED – Pg. 1**).
- Need a complete list of all properties owned by landlord and update should be handled when needed by Landlord (**FORM ATTACHED – Pg. 2**).
- Landlord must fill out approved list form of individuals authorized to discuss account (**FORM ATTACHED – Pg.3**).
- A Landlord does not have to place all locations on Landlord program.
- Any locations not on the program must follow the same policies and procedures as regular applicant.
- If Landlord account has an open amount past due it must be paid BEFORE tenant can move in.
- Landlord is responsible for updating all information RWR has requested to participate in Landlord Program.

LANDLORD'S AGREEMENT FOR CONTINUOUS SERVICE

- Agreement must be completed in order to participate in this program (**AGREEMENT ATTACHED**).
- All properties listed on this agreement will be considered in the program.
- All properties not listed on this agreement will revert to the normal residential fees and deposits.
- Each time a tenant moves out of a property, the account will be automatically transferred back into the Landlord's name at no additional charge – providing the account is current (**ADMINISTRATION FEE WAIVED**). All base and volume usage fees will apply.

DEPOSITS

- Landlord must keep a minimum number of deposits on Landlord accounts – equal to half the number of units on the program (**EXAMPLE: IF YOU OWN 10 UNITS, THEN 5 OUT OF THE 10 UNITS MUST HAVE A DEPOSIT**) ATTACHED)
- If Landlord owns an odd number of units, the Landlord must make a deposit for those odd units (**EXAMPLE: IF YOU OWN 3 UNITS, THEN 2 OUT OF 3 UNITS MUST HAVE A DEPOSIT ATTACHED**).
- A private residence is not considered a rental unit and is not a part of the Landlord's agreement.

APPLICATION FEE

- Landlord's pay a one-time application fee for rental units while on this program. Applications will be kept in Customer Service and attached electronically to the account for referencing.

LANDLORD PROGRAM QUALIFICATION

- Any residential customer who owns (1) or more properties in Rockdale County for rental purposes may qualify for this program.

LANDLORD INITIALS: _____



Rockdale Water Resources

LANDLORD AGREEMENT FOR CONTINUOUS SERVICE

As the landlord (owner, manager or rental agent) for rental units designated below, I hereby request that Rockdale Water Resources provide continuous service to these properties.

RENTAL PROPERTY ADDRESSES:

PLEASE ATTACH A SEPARATE LIST FOR MULTIPLE PROPERTIES IF NEEDED

Landlord's Signature: _____

Landlord's Name Printed: _____

Billing Address: _____

City, State, Zip: _____, _____, _____

Home or Cell Telephone: _____

Business Telephone: _____

Email Address: _____

*****THIS FORM WAIVES AN ADMINISTRATIVE FEE OF \$50.00 IF ACCOUNTS ARE AUTOMATICALLY SWITCHED INTO LANDLORD'S NAME FOR ALL LOCATIONS UPON TERMINATION OF ACCOUNT BY TENANT*****

SECTION BELOW TO BE COMPLETE BY RWR CUSTOMER SERVICE REPRESENTATIVE

CSR Name: _____

Date Agreement Received: _____

Date Agreement Completed: _____



Rockdale Water Resources

**LANDLORD'S APPROVED LIST OF INDIVIDUALS AUTHORIZED TO DISCUSS ACCOUNT ON
BEHALF**

OF LANDLORD

(FULL NAME & LAST DIGITS OF SS NEEDED)

AUTHORIZED NAME	LAST 4 DIGITS OF SS#
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

RWR LANDLORD PROGRAM

LANDLORD INITIALS: _____



Rockdale Water Resources

RWR LANDLORD PROGRAM FORM OR NON-LANDLORD PROGRAM PARTICIPANTS

(IF FORM IS USED TURN-ON OR TURN-OFF FEES APPLY)

Date: _____

Company Name: _____ Landlord Name: _____

Service Address: _____

Turn-On Date: _____

Billing Address: _____

Disconnection Date: _____ *(must be used when disconnection of service is needed)*

Signature: _____

**IF EMAILING OR FAXING, A PHONE CALL MUST BE RECEIVED TO CONFIRM IDENTITY
UNLESS DRIVERS LICENSE IS FAXED OR SCANNED WITH FORM**

*****A copy of valid drivers license with this form is required for validation*****

Form can be faxed, emailed or hand delivered and accompanied with page 2 of the *Landlord Agreement for Continuous Service* application prior to submitting this form. All applicable deposits and application fees apply.



Rockdale Water Resources

To aid Rockdale Water Resources in the review and acceptance of this application, the undersigned unconditionally agree to comply with the prior “Application for New Monthly Service”, all applicable Ordinances, rules and regulations of same (as currently in force and as may be later amended), and to promptly pay for all water provided and wastewater treatment used. This includes all service billings, and if applicable, late fees, and other fees and charges as they may apply. If bills and charges are not paid when due, the undersigned also agrees to be subject to reasonable attorneys’ fees, costs of collection and filing fees, and the undersigned hereby consents to venue in Rockdale County, Georgia should Rockdale Water Resources be required to bring such an action.

By providing Rockdale Water Resources with the undersigned’s cellular phone number he or she hereby consents to receiving personal, auto-dialed and/or pre-recorded message calls to a cell phone and to any other phone number(s) provided to Rockdale Water Resources, its agents and affiliates, including without limitation, and account management companies and independent contractors, including debt collectors.

The undersigned hereby grants Rockdale Water Resources permission to apply for his or her credit scores and understands that the amount of security deposit will be determined by said credit score(s). The undersigned further acknowledges responsibility for any accrued cost by Rockdale Water Resources to cause replacement or repair to his or her service(s) due to damage and/or tampering.

Signature: _____