



INVESTING IN COMMUNITIES

## Utility Responsibility Change Form

<b>Client Information</b>  <b>Client #:</b> <b>Client Name:</b> <b>Unit Address:</b> <b>City, State, Zip:</b>		<b>Unit Information</b>  { Please circle appropriate information } <b>Unit Type:</b> House/Duplex or Apt/Duplex  <b># of Bedrooms:</b> 1 2 3 4 5 6 7	
<b>Item</b>	<b>Special Fuel Type</b> { Please check type of fuel used }	<b>Provided by</b>  T=Tenant O=Owner	<b>Paid by</b>  T=Tenant O=Owner
<b>Heating</b>	<input type="checkbox"/> Natural Gas <input type="checkbox"/> Bottle Gas <input type="checkbox"/> Oil/Electric <input type="checkbox"/> Coal or Other		
<b>Cooking</b>	<input type="checkbox"/> Natural Gas <input type="checkbox"/> Bottle Gas <input type="checkbox"/> Oil/Electric <input type="checkbox"/> Coal or Other		
<b>Water Heating</b>	<input type="checkbox"/> Natural Gas <input type="checkbox"/> Bottle Gas <input type="checkbox"/> Oil/Electric <input type="checkbox"/> Coal or Other		
<b>Air Conditioning</b>			
<b>Water</b>			
<b>Sewer</b>			
<b>Trash Collection</b>			
<b>Range/Microwave</b>			
<b>Refrigerator</b>			

The Housing Authority is required to execute a new lease and contract when there are changes to the type of utility or payment responsibility. These changes may affect the amount of tenant rent and/or housing assistance payment. A new lease and contract will be sent to you for signature within 15 days of receipt of this paperwork. The terms of the lease and contract will be month-to-month. You may fax this form to SHRA at (916) 449-1285 or mail it.

We certify that the above information is true and correct.

\_\_\_\_\_  
**Tenant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Owner Signature**

\_\_\_\_\_  
**Date**

