

Tenant Authorization Form Instructions

- The **Tenant Authorization Form** may only be completed by the legal recorded property owner.
- This form must be submitted by mail with a valid Notary acknowledgement or in person with valid id only. Forms of ID accepted:
  - An identification card or driver's license issued by the California Department of Motor Vehicles;
  - A United States passport or passport card;
  - Other California-approved identification card, consisting of any one of the following, provided that it also contains a photograph, description of the person, signature of the person, and an identifying number:
    - (a) A passport issued by a foreign government, provided that it has been stamped by the U.S. Immigration and Naturalization Service or the U.S. Citizenship and Immigration Services;
    - (b) A driver's license issued by another state or by a Canadian or Mexican public agency authorized to issue driver's licenses;
    - (c) An identification card issued by another state;
    - (d) A United States military identification card with the required photograph, description of the person, signature of the person, and an identifying number. (Some military identification cards do not contain all the required information.)
- This form may not be submitted online, by fax, or by mail without the appropriate Notary Acknowledgement.
- The District must received a **Tenant Authorization Form** from the legal recorded property owner prior to establishing Tenant water service. Under no circumstances will Tenant Water Service be established without a completed **Tenant Authorization Form**.
- Tenant service will not be established until all past due balance on the property are paid in full. Please contact Customer Service at (760) 868-1212 to determine if there is an outstanding balance due.

Account No.:

APN No.:



**Phelan Piñon Hills Community Services District**

PO Box 294049 Phelan CA 92329 • Phone: 760-868-1212 • Fax: 760-868-2323

**TENANT AUTHORIZATION FORM**

**\*TO BE COMPLETED BY THE LEGAL RECORDED PROPERTY OWNER ONLY\***

SERVICE ADDRESS: \_\_\_\_\_

OWNER NAME(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_

CELL NO: \_\_\_\_\_

**TENANT'S NAME:** \_\_\_\_\_

**TENANT MOVE IN DATE:** \_\_\_\_\_

This agreement authorizes the Phelan Piñon Hills Community Services District to provide a copy of the bill to the named Tenant. The owner will continue to receive delinquent notices. Failure to receive a bill does not relieve Owner of liability. Any amount due shall be deemed a debt to the District and may be subject to disconnection, a lien against the property, or legal action at the option of the District.

**THIS AGREEMENT DOES NOT RELIEVE THE OWNER OF RESPONSIBILITY OF UNPAID BILLS ON THE PROPERTY.**

DATE \_\_\_\_\_

\_\_\_\_\_  
OWNER'S SIGNATURE

**NOTARY ACKNOWLEDGEMENT**

State of California )  
 )

ss.  
County of \_\_\_\_\_ )

On \_\_\_\_\_ before me \_\_\_\_\_

a Notary Public, personally appeared \_\_\_\_\_  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the  
within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized  
capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which

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the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

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