



Midway Services Utilities * Property Owner Change Form *

Property Name: Champion Court Condominiums

Property management group: Ammons Pittman

Date: _____

Type of Change: New Owner Property Update

Billing Information

Type of Service

Water/Sewer	<input checked="" type="checkbox"/>
Electric	<input type="checkbox"/>
Gas	<input type="checkbox"/>
Waste/Trash	<input type="checkbox"/>

Effective Date: _____

Bill To Name: _____

Bill To Address: _____

City, State, and Zip: _____

Owner Account Information

Unit Number: _____ @ Champion Court Raleigh, NC 27606

Owner Occupied: NO YES # of Occupants: _____

Water Savings: Low Use Toilets Washer Faucets & Shower

Owner Contact Information:

<u>Primary</u>	<u>Alternate</u>
Name: _____	_____
Address 1: _____	_____
Address 2: _____	_____
City, State, Zip: _____	_____
Contact #: _____	_____
E-mail: _____	_____

Notes: _____

** Midway Services Only **

Received Date: Account #: _____

Completion Date: Completed by: _____

Property Owner Change Form Instructions

Identify the Change:

After entering the current date, place an X in the box for the type of change in owner information. NEW is for your initial submission of owner information and UPDATE is for any subsequent changes in billing or account information.

Billing Information:

- 1) Identify the date that the reported change is to become effective for the water billing process.
- 2) Enter the billing Name and Address for the water bill delivery. As owner it can be for you or your designated property manager. The owner billing address is the default if no tenant billing information is available.

Owner Account Information:

- 1) Identify the unit number (or set of unit numbers) that this change request is for.
- 2) Identify if you as owner are residing at the unit specified, If so, then place an X in the Yes box and enter the number of people who will also live there (including yourself)
- 3) Place an X in the correct box(s) where you have implemented water savings changes. ie Low Flow Toilets, or High Efficiency Washer (He), or flow restricting shower heads and faucets. (Note: expect to have the associations property manager verify your selections, before any discounts can be given)
- 4) Identify your primary and alternate contact information, so the water billing service can reach you if needed. In addition to name and address please give the best phone number and e-mail address where you can be reached.