



**LANDLORD AUTHORIZATION FORM  
REQUIRED FOR SERVICE**

Town of Vienna  
Water and Sewer Department  
127 Center St S  
Vienna, VA 22180

Service Address: \_\_\_\_\_  
\_\_\_\_\_

Date to Begin Service: \_\_\_\_\_ (Must be at least one business day after form submission date)

Owner's Name(s): \_\_\_\_\_

Representative's name: \_\_\_\_\_  
(if applicable)

Owner's Billing Address: \_\_\_\_\_  
\_\_\_\_\_

\*Contact Phone Number: \_\_\_\_\_

\*Contact Email Address: \_\_\_\_\_

*\*If this form is being completed by a representative of a property management company or person with power of attorney for the property owner(s), please provide contact information for the person/company who is completing the form.*

TENANT NAME(S): \_\_\_\_\_  
\_\_\_\_\_

The tenant or tenants above have entered into a lease for the property located at the service address above and are authorized to obtain water and sewer services at this address.

\_\_\_\_ By checking this space, I certify that my tenant or tenants receive need-based local, state, or federal rental assistance and are not required to pay the security deposit. **(Documentation must be attached.)**

I understand that according to Vienna Town Code section 18.4 no more than four unrelated persons can occupy a residential rental property. I further understand that according to the Code of Virginia, section 15.2-2119 unpaid water and sewer bills of a tenant will result in water service being terminated, and can ultimately result in a lien on the property I own at the service address above.

**Signed:**

\_\_\_\_\_  
(Property Owner or Authorized Representative)

\_\_\_\_\_  
(Date)

Note: Advanced written landlord authorization is now required under the Code of Virginia, section 15.2-2119.

**WRITTEN AUTHORIZATION FROM LANDLORD IS REQUIRED BEFORE SERVICE IS ESTABLISHED.**