



CITY HALL, FINANCE DEPARTMENT, 200 H ST, corner of 3RD & H St, ANTIOCH, CA 94509
Telephone: 925.779.7060 Fax: 925.779.7054

VERIFICATION OF PROPERTY OWNERSHIP AND LEASE

***** THE OWNER IS REQUIRED TO COMPLETE THIS FORM IN ITS ENTIRETY*****

*****TENANT IS NOT AUTHORIZED TO FILL IN OR COMPLETE ANY ITEMS ON THIS FORM*****

Service Address: _____

Tenant and Co-Tenant Name(s): _____

Property Management/Leasing Agency Name: _____

Beginning date of Occupancy/Contract: _____

Agency Signature: _____ Date: _____

Owner Signature: _____ Date: _____

I, the property owner, confirm the above information to be true and correct and authorize the above tenant's occupancy or the above agency to act on my behalf when establishing water service with the City. A true and correct copy of the lease agreement and/or property management or listing agreement is being provided.

Owner Name: _____

Mailing Address: _____

Telephone number: _____

NOTE: Proof of ownership may be required if owner's name is not verifiable on County records. In this case, original ownership paperwork is required; such as Recorded Grant Deed or HUD-1 final settlement statement.

TENANTS: You MUST bring this form in person with your rental agreement, government issued picture id and deposit may be required to City Hall. Any outstanding balances MUST be paid in full before water service will be started.

In the case of any discrepancies, water service connection may be delayed while information is verified.

NOTE: Unless the same day water connection fee is paid water connection will occur the next business day

***** NOTARY ACKNOWLEDGEMENT *****

If the property owner does not come to City Hall to verify ownership, the property owner's signature must be notarized.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of: _____ County of: _____

On this, the ____ day of _____, 20__ before me, _____

(insert name and title of officer)

a notary public, and the undersigned Officer, 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 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: _____

My commission expires: _____

Notary Name: _____

Notary Phone number: _____

Notary Registration number: _____

County of Principal Place of Business: _____

PLACE SEAL ABOVE: ↑