



**Town of Crested Butte**  
**Request for Change of Utility Billing Party**

Date: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_  
\_\_\_\_\_

Utility Account Number: \_\_\_\_\_

Do you want to receive a copy of the monthly bill?                      Yes                      No

**Tenant Information**

Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Must be on the 1<sup>st</sup> of the month. Prorating is not an option.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Tenant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Please note: Through this request, you have authorized the Town of Crested Butte to bill your tenant for utility services. However, under the Town Code, the property owner is ultimately responsible for payment. Should the tenant fail to keep the account in good standing, the Town reserves the right to charge the property owner. The charges may include discontinuation of services and/or liens against the property. It may be to your advantage to periodically check the status of this account to ensure regular payments are being made.

**Please complete and return to:**

Town of Crested Butte    (970)349-5338    billing@crestedbutte-co.gov  
Attn: Finance Department  
PO Box 39  
507 Maroon Ave  
Crested Butte, CO 81224-0039