



Disclaimer of Responsibility for Utility Charges

Please indicate if you are the owner or agent:

Owner Agent for Owner (please attach copy of agency designation)

Owner / Agent for Owner

First Last

Address

City State Zip or Postal Code

Contact Phone

Renter Name(s) Must match the rental or lease agreement

First Last

First Last

Service Address of Rental Property

I declare that I am the Owner or Agent for Owner of that real property within the City of Gallup which receives City utility services. Pursuant to Section 3-23-6-C. N.M.S.A. 1978 Comp. (as revised) I hereby disclaim responsibility for any utility charges incurred by my renter as listed above.

This Disclaimer must be submitted before utility services to a new renter will commence. I will notify the City within 72 hours of my renter vacating the subject property. If I fail to notify the City, all utility charges incurred after vacancy will automatically revert to me and my property may be subject to a lien for nonpayment.

A new Disclaimer must be submitted to the City for each new tenant within five(5) business days. I understand that if the City determines the property has become vacant and no arrangements for the payment of further utility charges have been made, the City shall terminate all utility services to the subject location.

An Agent for the Property Owner must attach a copy of their written agency designation.

Date Signed

X _____

Owner/ Agent Signature Verifying I have read and agree to Terms listed above

Please complete this form, sign it and return to the Utility Customer Service window. You may also e-mail this form to utilities@GallupNM.gov.

By signing this form employee is only acknowledging the form was received by the City of Gallup:

Date Received

Month Day Year Location ID