



Landlord Hold Agreement

ACCT # _____

Today's Date _____

Property Owner Name/Business Name _____

Service Address _____

Mailing Address (if different) _____

In applying for the privilege of becoming a Landlord Hold with the City of Painesville, You, the Signer(s), agree to the terms below and are solely responsible for the following:

- 1) That by becoming a Landlord Hold on this property, there will be no interruption of service (outside of non-payment) as tenants come and go. This enables the owner to have water and/or electric service available without paying new deposits each time a tenant leaves the property, for routine maintenance and cleaning of property in between tenants.
- 2) For timely payment of all Utility bills issued by the City of Painesville while service address is in your name. If these services become delinquent, the City of Painesville reserves the right to terminate your service and remove you as a Landlord Hold on the property.
- 3) The owner will provide the City of Painesville with a "Landlord Property Information Form" that includes the names of all persons over the age of 18 who will be residing at the property, the proper address that the tenants will be occupying, and the owner's name, address, phone #, and signature. Owner is responsible for all Utility charges up to the date of current tenants placing the property into their name with the Utilities Office. The final read on the electric and/or water meter will be made at this point and the owner understands he/she is responsible up to that point.
- 4) If it is determined that you, the owner, owe the City of Painesville any past due/delinquent bills you must pay all of these in FULL or service will be refused for the new tenant (in some cases arrangements may be made, based on \$ amount owed). If the City is made aware of a tenant residing at your property who has a past due/delinquent bill with the City, the City may transfer that balance or the service may be terminated until the balance owed is paid in full. If the tenant's services have been disconnected for non-payment and the tenant has not paid to restore those services within 30 days, the tenant's account will be terminated and services will be restored back to the Landlord Hold account.

Owner is ultimately responsible for any charges for water and sewer usage for the property. You may continue to leave those services in the tenant's name, to be billed to them, however, if the tenant leaves owing the City money on the water and sewer, those charges will be assessed to the Lake County Auditor's Office for tax Certification for payment to the City of Painesville, per Ohio Revised Code #729.49, 743.06 and 323.15. Landlord hold privileges will be revoked for failure to keep balances current.

- 1) The landlord will notify the City of Painesville when a tenant is moving out, or there is any other change in the persons living at the residence.
- 2) That all information provided is correct and complete.
- 3) That you have read, understand and agree to the information on this form.

**** The City reserves the right to make changes to this policy at any time without notice****

Signature _____ Date _____

******STAFF USAGE ONLY******

Hold # _____ Clerk initials _____ / _____ Date _____

Electric Deposit : \$ _____, # _____ Date _____ / _____ / _____

Water Deposit: \$ _____, # _____ Date _____ / _____ / _____