



# TENANT SERVICE FORM

Erie Water Works  
340 West Bayfront Parkway  
Erie, Pennsylvania 16507-2004

Please note: This billing service is provided as a courtesy to our customers. The owner of the property remains legally liable for all charges assessed against his/her property. Please contact our billing office in person, or in writing, of any changes in tenants. In addition, please order a Final reading if the property is metered when there is any change in tenants.

Owner's Name: \_\_\_\_\_

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

Owner's Phone #: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Owner's email: \_\_\_\_\_

Service address of Tenant(s): \_\_\_\_\_

Final Read Request? Check one: Yes No

Number of Apartments at the Service Address: \_\_\_\_\_

Account # \_\_\_\_\_

Name(s) of Tenant(s) - Please Print:

1. \_\_\_\_\_ Phone #(s) \_\_\_\_\_

2. \_\_\_\_\_ Phone #(s) \_\_\_\_\_

3. \_\_\_\_\_ Phone#(s) \_\_\_\_\_

Property Owner's Signature: \_\_\_\_\_

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

Please allow one sheet per individual service address. Thank you.

Please email this form to: [PortalSupport@eriewaterworks.org](mailto:PortalSupport@eriewaterworks.org)