



1232 Haco Drive
P.O.Box 13007
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www.lbwl.com

Third Party Notification

You can now arrange to have a friend, relative or landlord receive a copy of your bills including any shut off notice you receive. If you're out of town or overlook a notice, the person you choose can give you a friendly reminder. This free service gives you an extra measure against having your services turned off.

Send in the completed application form below today, we'll take care of the rest.

Third Party Notification Authorization

I request that Lansing Board of Water & Light send a copy of my billing statements including shut off notices I receive to the consenting party indicated below. I understand that the person who receives the copy of my notices does not assume any responsibility for payment of my account.

Name On Account		Account Number	
Street Address	City	State	Zip Code
Your Telephone Number	Your Signature		Date
Third Party Name			
Third Party Mailing Address	City	State	Zip Code
Third Party Telephone Number	Third Party Signature		Date

Check here if this is a Landlord / Tenant agreement

I understand that by signing this that the Lansing Board of Water & Light is not liable for any injury or property damage that may occur should Board of Water & Light fail to notify the customers consenting party or notify the wrong party.

Mail completed form to: **Lansing Board of Water & Light
P.O. Box 13007
Lansing MI 48901-3007**