



NORTHSHORE UTILITY DISTRICT

DUPLICATE BILLING REQUEST

Owners of a rental property may submit a written request for either a duplicate bill or to grant the tenant/other party online access.

NUD Account #: _____

Date: _____

Service / Site Address: _____

Please choose one of the following options:

- ☐ Send a duplicate bill addressed to "Resident" to the service address. Both the owner/agent and tenant/other party will receive a copy of the bill.
- ☐ Owner/agent is registered for eBilling. No charge applies to send a duplicate bill to tenant/other party. *Must have completed electronic billing form on file.*
- ☐ Allow the tenant/other party to have online access to this account. Tenant/other party will then have the option to register for account access at www.nud.net. Tenant/other party will NOT receive a copy of the bill.

Please use the "RELEASE BY OWNER TO BILL NON-OWNER/REPRESENTATIVE" form if you want to designate an Owners Representative (i.e. management company), OR want the tenant/other party to be the **ONLY** party receiving the bi-monthly billing statement. (Owner will only be notified if the account becomes at risk of service termination or lien filing.) **In all cases, the property owner is ultimately responsible for the utility charges against the property.**

OWNER / AGENT INFORMATION

Name/(s): _____

Mailing Address: _____

Phone Number: _____ Email: _____

By completing the following "Requested By" field and checking the owner/agent box below, I am certifying that I declare these statements are true to the best of my knowledge and belief.

☐ Signed by Owner/Agent Requested By: _____

Please contact the Finance Department at (425) 398-4402 or billing@nud.net if you have any questions.