

Dear Property Owner:

In order to protect your rights as owner of property within our service area, we are seeking to obtain written approval from you for your property management person / company to waive lien waiver requirements for your tenants or to make other changes to your accounts on your behalf.

By waiving lien waiver requirements, you are releasing the Board of Light & Power from the responsibility of collecting an exposure deposit from your tenant, and you may then be held liable for your tenant's electric bill.

Please indicate below the name of the person / company who manages your properties on your behalf, and if you give them authorization to waive lien waiver requirements or make other changes to your accounts, which include but are not limited to changing the billing address.

Name of property management person / company:

The above mentioned person / company

_____ may

_____ may not

waive lien waiver requirements or make other changes to my accounts on my behalf.

In the event that I do not authorize the above to make changes, I understand that I am the only person who may make such changes and such changes must be made in writing.

If you have any questions, please feel free to contact our customer service office at 616-846-6250.

Sincerely,

THE GRAND HAVEN BOARD OF LIGHT AND POWER

Kristin Kratt
Accounting / Customer Services Supervisor