



**Town of Crested Butte**  
**Request for Change of Utility Billing Party**

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

Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_  
\_\_\_\_\_

Utility Account Number: \_\_\_\_\_

☐ Return to the owner's name

**Tenant or Updated Contact Information for Owner**

Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

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

Must be on the 1<sup>st</sup> of the month. Prorating is not an option.

Tenant's preferred billing method: ☐ Email and/or ☐ Mail

Trash Service: Please visit [www.townofcrestedbutte.com](http://www.townofcrestedbutte.com) to learn about the new Save-As-You-Throw program. Contact Laura Kaulike at [billing@crestedbutte-co.gov](mailto:billing@crestedbutte-co.gov) to make changes to your bin size.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Tenant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Please note: Through this request, you have authorized the Town of Crested Butte to bill your tenant for utility services. However, under the Town Code, the property owner is ultimately responsible for payment. Should the tenant fail to keep the account in good standing, the Town reserves the right to charge the property owner. The charges may include discontinuation of services, fees, and/or liens against the property. It may be to your advantage to periodically check the status of this account to ensure regular payments are made.

**Please complete and return to:**

Town of Crested Butte  
Attn: Finance Department  
PO Box 39  
507 Maroon Ave  
Crested Butte, CO 81224-0039

(970)349-5338

[billing@crestedbutte-co.gov](mailto:billing@crestedbutte-co.gov)