

## Have rental property and need information on billing options?

Here is some basic information that you should consider:

*The water/sewer/trash services are part of the property and stay with the property; the accounts do NOT follow the customer/user. This means that the debt of the services stay with the property thus the final financial responsibility of the debt lies with the owner of record.*

Keeping the financial impact in mind for your rental there are a couple options for you on how to handle the properties account.

- 1) **Do nothing**: by default the utility account is established in the property owner's name. This information is verified through the Ada County Assessors' office, to ensure that the owner of record is in fact the person(s) listed on the Meridian Utility Account.

\*\*With this option the owner remains the only point of contact for the City of Meridian and receives the monthly billings. The owner gets all billings and any other notices, and ensures the bill gets paid each month to keep services intact.

- 2) **Initiate a "Third Party Billing"**: This process does involve additional paperwork; will allow the account to be updated to the tenant(s) name. Once both, a billing directive and a renter's addendum have been completed, submitted, and received by Utility Billing Staff, the account will be updated into the tenants name as provided. (This paperwork/option **does not negate** the financial liability of the owner)

\*\*With this option both parties' are contacts for the City of Meridian, both having access to account information, etc. The monthly standard billings will be sent to the tenant only, while any delinquent notices and or tenant final bills will be sent to both the tenant and the property owner

Using either of the above options; the property owner may elect to hire a separate property management individual/firm. This arrangement allows the property management company to act as an official representative for the owner, is authorized to sign docs for City of Meridian, etc. In order to have the Property Management added to City records, a written and signed statement or a copy of the signed agreement must be received by Meridian Utility Billing Department.

**City Of Meridian Utility Billing \* 33 E Broadway, Ste 106 \*Meridian Idaho 83642**

**Phone (208) 888-4439 \* Fax (208) 887-4813 \* email: [rental@meridiancity.org](mailto:rental@meridiancity.org)**