

## Correction to Rental Billing

Please completely fill out, initial, and sign the following form. This form states the property is not being used as a rental property *or* the number of units needs to be corrected. Adjustments will be reflected on your next billing statement.

Please use the Account Number and Parcel Number from the top of your utility bill.

**Sample Bill**

Consolidated Utilities Billing & Service  
9700 Goethe RD., STE. C  
Sacramento, CA 95827  
(916) 875 9555

ACCOUNT NUMBER: \_\_\_\_\_ AMOUNT DUE: \_\_\_\_\_

TO AVOID PENALTY PAYMENTS MUST BE RECEIVED BY: \_\_\_\_\_

CONSOLIDATED UTILITIES PROVIDED TO PARCEL: \_\_\_\_\_

PARCEL ADDRESS: \_\_\_\_\_

Account Number

Parcel Number

By initialing and signing this form, I certify the account and property below are not being used for rental purposes and monetary compensation, or the number of rental units is incorrect and should be adjusted as indicated below.

Account Number: (Located at the top corner of your bill; it begins with a 5)

Parcel Number:

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For owner occupied single family dwellings only. Correction to Rental Status	The property is not being used for rental purposes and monetary compensation.	<i>Please initial this box:</i>
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**OR**

For multiple-unit dwellings only. Correction of Rental Units <ul style="list-style-type: none"> <li>Number of units used for Rental: _____</li> <li>Number of units <i>not</i> used for Rental: _____</li> </ul>	Please indicate which unit/address is not a rental (continue on separate sheet of paper if necessary) _____ _____ _____	<i>Please initial this box:</i>
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Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_ (Where you can be reached in case more information is needed.)

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

Please return with your utility bill. You can also mail separately to the address shown at the top of the other side of this form; or, you may fax it to (916) 854-9292. Thank you.