Detroit Water & Sewerage Department

Tenant Vacating of Premise Notification Form

This document is provided in accordance with MCLA 123.165; MSA 5.2531(5) and Sections 56-2-42 and 12-11-26.1 of the Detroit City Code.

Date: _____
Month / Day / Year

Please be advised that _____
Name (First and Last)

who previously occupied the premises at _____
Street Address of the Property

Detroit, MI _____
Zip Code

Tenant resided at address above from: _____ to _____
Move-In Date Month / Day / Year — *Move-Out Date Month / Day / Year*

The final water meter reading is: _____ Date of Reading: _____
Month / Day / Year

This number can be found on your water meter which is often located near your water shut-off valve inside the house, in most cases in the basement or crawl space.

All past due water and sewerage charges are the tenant's responsibility.

The final bill should be forwarded to:

Tenant Name: _____

New Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Notice: The Detroit Water and Sewerage Department (DWSD) shall be given twenty (20) days written notice of any cancellation, change in, or termination of, this lease. If not honored, lien reverts to property owner. DWSD must be notified in writing of change in ownership.

The document is not valid until approved and processed by DWSD.