

**South Central Connecticut Regional Water Authority**  
90 Sargent Drive, New Haven, Connecticut 06511-5966 | 203-562-4020  
<http://www.rwater.com>

Dear Valued Customer:

We would like to make you aware of your responsibilities when requesting to place an account with the South Central Connecticut Regional Water Authority (RWA) into your tenant's name.

The RWA is a political subdivision created by Connecticut Special Act No. 77-98, as amended by Connecticut Special Act No. 78-24. Section 14 of this legislation states, in part, that:

“Such rates or charges, if not paid when due, shall constitute a lien upon the premises served and a charge against the owners thereof, which lien and charge shall bear interest at the same rate as would unpaid taxes. Such lien shall take precedence over all other liens or encumbrances except taxes and may be foreclosed against the lot or building served in the same manner as a lien for taxes...”

Accordingly, you should recognize that any unpaid water bills constitute a continuing lien against the premises served whether the account is in your name, as the property owner, or if bills are mailed directly to your tenant. If your tenant fails to pay outstanding charges, these charges become your responsibility. In addition, interest will be charged at the rate of 1.5% per month on those amounts outstanding thirty (30) days after the billing date, and a new tenant will not be approved for billing in his or her name until any and all past-due account balances associated with the premises are paid in full.

As such, please monitor your tenant's account closely to be certain that bills are being paid on time. You may wish to continue having the RWA bill mailed directly to you, and collecting the charge along with your rental payments. By doing so, you will have an opportunity to be aware of any delinquency situation that may arise. If you would prefer to have RWA bills mailed directly to your tenant, please complete the enclosed form and return it to us as soon as possible. Your completed form can be mailed to: Regional Water Authority, 90 Sargent Drive, New Haven, CT 06511. You may also fax the form to 203-624-9187 or email it to [ask.info@rwater.com](mailto:ask.info@rwater.com). We recommend that you make a second copy for your records.

If you have any questions concerning this matter, please contact our Customer Service Department at 203-562-4020. Thank you for your cooperation.

Sincerely,

Laura Gonzalez  
Director of Service

Enclosure

RESPONSIBILITY OF LANDLORD/TENANT FOR PAYMENT OF RWA WATER SERVICES

**LANDLORD’S RESPONSIBILITY**

Street Address:	Unit #:
Town:	Current Account #:

***Please bill the following tenant for all charges relating to said premises***

Tenant’s Name:	Phone #:
Tenant’s Previous Address:	

**TENANT BILLING INFORMATION**

Effective Date:	Meter Reading:
Note: Effective date cannot be earlier than the most recent bill date.	Note: Provide a meter reading to ensure the most accurate billing. Otherwise, consumption charges will be based on an estimate.

I recognize that I, as owner, or agent of the owner, will remain responsible to the South Central Connecticut Regional Water Authority (“RWA”) for all charges if my tenant should fail to make payments in full, and I agree to make payment in full within 30 days of being notified that my tenant’s final bill is delinquent. I have read the attached and recognize that past due water charges constitute a lien against the premises served. I am aware that I must contact the RWA to determine the status of the above account. All parties recognize and agree that nothing contained herein shall alter, impair or modify any right or remedy any party may otherwise have by law.

Property Owner’s Name (Print):	
Agent of Owner (if applicable):	
Property Owner’s or Agent’s Signature (Sign):	
Date:	Phone #:
Address:	

**TENANT’S RESPONSIBILITY**

I agree that I, as tenant, am primarily responsible for payment of all water and related charges for said premises and I request that all bills be sent to me at the following address. I also recognize and agree that nothing contained herein shall alter, impair or modify any right or remedy any party may otherwise have by law. I understand that the landlord will receive written notification of any pending service termination.

Tenant’s Signature:	
Mailing Address:	Date:

Using your preferred method below, please send the completed form with all **signatures** to:  
 Mail: Regional Water Authority, 90 Sargent Drive, New Haven, CT 06511  
 Fax: 203-624-9187  
 Scan and e-mail: [ask.info@rwater.com](mailto:ask.info@rwater.com)

