City of Santa Fe

Public Utilities Department - Utility Billing Division

801 W San Mateo – Santa Fe, NM 87505
Customer Service (505) 955-4333 / Fax (505) 955-4363
utilitycustomerservice@santafenm.gov

Request to Revert Services from Tenant to Landlord

Please Print

Date: _____   Name on Account: _____

Account #: _____   Phone #: _____

Service Address: _____

Property Owner Name: _____   Phone #: _____

This form may be completed by either the landlord or tenant.

Tenant's email is _____ and forwarding

address is _____
(The City will forward the final bill and or any deposit refund of $5.00 or more to the forwarding address.)

Tenant: I am requesting utility service revert to the landlord, _____,

as of _____ (move-out date). Please acknowledge the following by initialing:

[ ] Tenant must pay the current balance on the account and provide a forwarding address.

Signature _____   Date Signed: _____

Print Name _____   Phone: _____

Landlord: I am requesting utility service revert from tenant, _____,

as of _____ (move-out date).

Signature _____   Date Signed: _____

Print Name _____   Phone: _____