# UTILITY TRANSFER INFORMATION

**IMPORTANT**

The utilities information is listed below for the home you are leasing. Before you take possession of the property/move in, you must contact each utility company to transfer into your name. The tenant may not move in until all utilities are registered in their name. You must provide proof by providing the confirmation numbers or account numbers upon picking up the keys.

**The tenant is responsible for all utility activation fees.**

Please take the time to locate and familiarize yourself with the location of the gas and water shutoff valves and the electric fuses and/or breaker box.

| | | |
|---|---|---|
| PNM | 505-246-5700 | confirmation #_____ |
| New Mexico Gas Company | 888-664-2726 | confirmation #_____ |
| Rio Rancho Water | 505-891-5020 | confirmation #_____ |

*****Rio Rancho properties - Waste Management solid waste/recycling bills remain in the name of the owner of the property and tenant will have a monthly additional reoccurring charge of **$22.00** added to their monthly rent.

*****Albuquerque properties water and solid waste (ABCWUA) bills remain in the name of the owner and tenant will receive these bills at the property address. They will be addressed to "current resident" and the tenant is responsible for paying these bills.

Property Address: _____

By signing below, I understand that I must transfer the utilities to my name before I can take possession/move into the property listed above.

Tenant Signature: _____ Date: _____

Tenant Signature: _____ Date: _____

Tenant Signature: _____ Date: _____

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