



Town of Ennis  
P.O. Box 147  
Ennis, MT. 59729  
Phone (406)682-4287  
Fax (406)682-5011

## UTILITY ACCOUNT INFORMATION FORM

Town of Ennis utility bills are generated on or around the 1<sup>st</sup> of the month. Bills are due by the end of the month. Meters are read around the 20<sup>th</sup> of the month (billing cycle from ~ 20<sup>th</sup> – 19<sup>th</sup>). All water and sewer bills will be issued to the property owner or property manager; however, tenants or renters may opt to receive a copy of the bill via email for their records.

If you have any questions, please contact Town Hall at 406-682-4287 or email [bills@ennismontana.org](mailto:bills@ennismontana.org)

TODAY'S DATE \_\_\_\_\_ DATE OF OWNERSHIP (FOR NEW OWNERS): \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

OWNER NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

RECEIVE BILL ELECTRONICALLY? \_\_\_\_\_ YES \_\_\_\_\_ NO

PROPERTY OWNER/MANAGER SIGNATURE \_\_\_\_\_

*If applicable:*

PROPERTY MANAGER CONTACT \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

*Complete the below information if property will be rented and tenant is responsible for utilities.*

The below named renter/tenant will be occupying the rental beginning on the date specified and if they wish to receive an email bill.

RENTER/TENANT NAME \_\_\_\_\_

BEGINNING DATE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

The tenant will receive an email bill for bookkeeping purposes.

Yes \_\_\_\_\_ No \_\_\_\_\_