



Monroe Municipal Utilities Authority  
372 South Main Street, Williamstown, NJ 08094  
Tel: 856-629-1444 Fax: 856-875-9469  
Web: [www.monroemuanj.com](http://www.monroemuanj.com)  
Email: [info@monroemuanj.com](mailto:info@monroemuanj.com)

## REQUEST FOR ADDRESS CHANGE AND/OR DUPLICATE COPY SENT TO TENANT

Account Number: \_\_\_\_\_ Date: \_\_\_\_\_

Service Address: \_\_\_\_\_

Owner/Landlord Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

New Tenant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Old Tenant Name: \_\_\_\_\_

Owner's Email Address: \_\_\_\_\_

Tenant's Email Address: \_\_\_\_\_

**Owner and Tenant will receive an ebill only. If the owner prefers a paper bill, the tenant will not be added to the account and it is the owner's responsibility to forward the bill to their tenant.**

As a courtesy, the Monroe MUA may add a tenant to receive a duplicate bill at the owner's request, but the property owner is ultimately responsible for any water and/or sewer charges according to N.J.S.A. 40:14b-21 and N.J.S.A. 40:14b-22 and a Township tax lien may be levied against the property for unpaid charges. **The MUA will not become involved with any tenant/landlord issues.**

By signing below, I certify that I am the owner of the property listed above & I am authorized to make these changes to this account.

Owner/Landlord Signature: \_\_\_\_\_

Fax completed form to 856-875-9469 or email to [info@monroemuanj.com](mailto:info@monroemuanj.com)