Revised: 3/15/2016

Complete and E-mail/Fax to:
888-638-3775 or 727-456-2085
dschultz@msicorp.net

Corp. office: 4685 118th Ave North
Clearwater, FL 33762
888-696-3837

Midway Services Utilities
* Tenant Change Form *

Property Name: Champion Court Condominiums

Property management group: Ammons Pittman

Date: _____

Type of Change: ☐ Moving In ☐ Moving Out

Billing Information

Type of Service		Effective Date:	
Water/Sewer	X	Bill To Name:	
Electric		Bill To Address:	
Gas		City, State, and Zip:	
Waste/Trash			

Resident Account Information

Unit Number: _____ @ Champion Court Raleigh, NC 27606

# of Occupants: _____ (Total number of people living in the unit)

Resident Contact Information:

	Primary	**Alternate**
Name:		
Address 1:		
Address 2:		
City, State, Zip:		
Contact #:		
E-mail:		

Notes: _____

** Midway Services Only **

Received Date: ☐ Account #: _____ _____

Completion Date: ☐ Completed by: _____

Customer Service Hours
Mon - Fri 8 a.m. - 5 p.m. (EST)
888-696-3837

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Tenant Change Form
Instructions

Identify the Change:

After entering the current date, place an X in the box for the type of change in Tenant information. MOVING IN is for your initial residency in the Champion Court unit and MOVING OUT is for your plans to leave the unit.

Billing Information:

1) Identify the date that your change in occupancy is to become effective for the Midway water billing process.
2) Enter the billing Name and Address for the water bill delivery. When moving IN this is where you want the bill delivered for each month's water service. When moving OUT this is where you want the final water bill delivered.

Resident Account Information:

1) You must identify the correct Champion Court unit number where you are residing.
2) You must enter total the number of people who will be living in the unit (including yourself)
3) Identify your primary and alternate contact information, so the water billing service can reach you if needed. In addition to name and address please give the best phone number and e-mail address where you can be reached.