

Foreclosure Form

Per Columbus City Code 1105.045 the deed holder of a property is responsible for the property's unpaid water bills. When a property is in foreclosure the deed transfer process can be slow and sometimes does not occur until the property is re-sold. Therefore, we need the following information before we can remove your name from the water account.

Your name: _____

Your phone number: _____

Property address (involved in foreclosure): _____

Water account number for property address: _____

Your current address (if different than above address): _____

Foreclosure paperwork: please check below which document you are returning to us:

____ "Order to Vacate" document you received from the bank. Document must include name and address of bank now responsible for property.

____ Letter from bank telling us you are no longer responsible for property. Letter must be on the bank's letterhead and should include date that you left property. If this date is not included in the letter we will need to final your account as of the date we receive the letter and you will be responsible for any unpaid bills prior to the date we receive this completed form.

Please fax this completed form (and one of the above documents) to 614-645-0222. Or mail to: Columbus Water Division; Attn: Customer Service Center; 910 Dublin Rd; Columbus, OH 43215.

Questions about this form? Call 614-645-8270 or e-mail utilityleadrep@columbus.gov

Office use only:

Foreclosure Form sent on _____ via:

Completed form received in office: _____

Fax number: _____

Mailing address: _____

