City of Columbus
Mayor Michael B. Coleman

Department of Public Utilities

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 received 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

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Office use only:

Foreclosure Form sent on _____ via: Completed form received in office:

Fax number: _____ _____

Mailing address: _____

Utilities Complex	910 Dublin Road		Columbus, Ohio 43215
Director's Office	614\645-6141	FAX: 614\645-8019	TDD: 614\645-6454
Sewerage and Drainage Division	614\645-7175	FAX: 614\645-3801	TDD: 614\645-6338
Water Division	614\645-7020	FAX: 614\645-8177	TDD: 614\645-7188
Electricity Division	3500 Indianola Avenue		Columbus, Ohio 43214
	614\645-8371	FAX: 614\645-7830	TDD: 614\645-6454

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