



# City of Santa Clara

Municipal Services  
1500 Warburton Ave  
Santa Clara, CA 95050-3713

## Continuing Service Agreement (CSA)

A Continuing Service Agreement (CSA) is a service offered by the City of Santa Clara Municipal Utilities to building owners and managers who receive their utility services from the City. A CSA provides continuous utility service at rental units during periods of "Clean and Show" status when a landlord prepares a vacated unit for presentation to prospective tenants.

In exchange for this service owners and managers agree to cooperate with the City and provide Municipal Services with the following:

- 1) The tenant, owner or manager agree to contact Municipal Services and cancel the tenant's account at least one business day prior to the date the building will be vacated.
- 2) The tenant, owner or manager will direct the new tenant apply for utility services through our web site at: <http://santaclaraca.gov/residents/my-utilities/my-utilities-account>, or by calling 408-615-2300.
- 3) The owner or manager will assume the responsibility for utility services provided during the period between the date a tenant vacates a unit and a new tenant requests service in their name, including any minimum charge or customer charge that is applicable.
- 4) The agreement is non-transferable and it can be canceled within five days by written notice to the City or the owner/manager.
- 5) The agreement does not commit the City to guarantee any service nor or responsibility for damages related to a lack thereof.
- 6) Bills for service will be due and payable as set forth by The City of Santa Clara, Municipal Services Rules and Regulations.

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

Owner Name: \_\_\_\_\_ Other Name (DBA): \_\_\_\_\_

C/O \_\_\_\_\_ Billing Address: \_\_\_\_\_

Apartment / Suite #: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Owner Telephone #: \_\_\_\_\_

Executed this on \_\_\_\_\_ day of \_\_\_\_\_ in the year of \_\_\_\_\_

Owner/Officer Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Title: \_\_\_\_\_

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Management Company: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Resident Manager: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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### FOR CITY OF SANTA CLARA USE ONLY

Approved:

\_\_\_\_\_  
Municipal Services

\_\_\_\_\_  
Effective Date