



City of Manassas Park  
Water & Sewer Billing Office

One Park Center Court, Manassas Park, VA 20111  
Phone: (703) 335-8805 Fax: (703) 393-9992  
Email: water.billing@manassasparkva.gov

LANDLORD AUTHORIZATION  
TO WAIVE SECURITY DEPOSIT FOR TENANT WATER AND SEWER ACCOUNT

DATE: \_\_\_\_\_

[Full name and address of property owner]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Water and Sewer Billing Office  
Finance Department  
One Park Center Court  
Manassas Park, VA 20111

RE: [Full name and address of tenant(s)]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To Whom It May Concern:

\_\_\_\_\_ has/have entered into a lease for the property located at \_\_\_\_\_ and is/are authorized to obtain services at this address as my tenant. As shown on the attached documentation, my tenant(s) receives need-based local, state, or federal rental assistance.

I acknowledge that a lien may be recorded against the property among the land records of Prince William County if my tenant fails to pay any delinquent water and sewer charges and that the waiver by the City of the security deposit requirement will not prevent the City from exercising its lien rights.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_