



Control Number: 51613



Item Number: 345

Addendum StartPage: 0

# Clients OneSite Setup

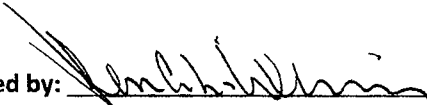
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FILING CLERK

To ensure your implementation is set up a timely manner, Realpage Utility Management will need permission to set up in your OneSite Leasing and Rents. This will include one of the following:

- Mapping Transaction codes
- Final Bill Settings
- Prebill and/or AP extract notifications
- Retrieving Lease/Utility addendums
- Provider bill retrieval

Authorized by:



Title:

General Manager

Date:

4.12.2021

If we do not have your permission, please list who will be completing these steps prior to the site implementing:

Glen WILLIAMS - 206.687.8210



## Registration of Submetered OR Allocated Utility Service

**NOTE:** Please **DO NOT** include any person or protected information on this form (ex: tax identification #'s, social security #'s, etc.)

Date: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Docket No. \_\_\_\_\_  
 (this number to be assigned by the PUC after your form is filed)

**PROPERTY OWNER:** Do **not** enter the name of the owner's contract manager, management company, or billing company.

Name One Montgomery Plaza HOA  
 Mailing Address: 2600 W. 7th St. #1333 City Ft. Worth State TX Zip 76107  
 Telephone # 817-882-8300 Fax # (if applicable) ( ) E-mail glenwilliams@FSR.com

**NAME, ADDRESS, AND TYPE OF PROPERTY WHERE UTILITY SERVICE IS PROVIDED**

Name One Montgomery Plaza HOA  
 Mailing Address: 2600 W. 7th St. #1333 City Ft. Worth State TX Zip 76107  
 Telephone # 817-882-8300 Fax # (if applicable) ( ) E-mail glenwilliams@FSR.com  
 Apartment Complex  Condominium  Manufactured Home Rental Community  Multiple-Use Facility

If applicable, describe the "multiple-use facility" here:

**INFORMATION ON UTILITY SERVICE**

Tenants are billed for  Water  Wastewater  Submetered **OR**  Allocated ★★★  
 Name of utility providing water/wastewater City of Ft. Worth  
 Date submetered or allocated billing begins (or began) 1-1-2016 Required

**METHOD USED TO OFFSET CHARGES FOR COMMON AREAS** Check one line only.

Not applicable, because  Bills are based on the tenant's actual submetered consumption  
 There are **neither** common areas **nor** an installed irrigation system

All common areas and the irrigation system(s) are metered or submetered:

We deduct the actual utility charges for water and wastewater to these areas then allocate the remaining charges among our tenants.

This property has an installed irrigation system that is **not** separately metered or submetered:

We deduct 25 percent (we deduct at least 25 percent) of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.

This property has an installed irrigation system(s) that **is/are** separately metered or submetered:

We deduct the actual utility charges associated with the irrigation system(s), then deduct at least 5 percent of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.

This property does **not** have an installed irrigation system:

We deduct at least 5 percent of the retail public utility's total charges for water and wastewater consumption, and then allocate the remaining charges among our tenants.

**★★★IF UTILITY SERVICES ARE ALLOCATED, YOU MUST ALSO COMPLETE PAGE TWO OF THIS FORM ★★★**

Send this form by mail to:  
 Filing Clerk, Public Utility Commission of Texas  
 1701 North Congress Avenue  
 P.O. Box 13326  
 Austin, Texas 78711-3326



## METHOD USED TO ALLOCATE UTILITY CHARGES

Check the box or boxes that describe the allocation method used to bill tenants.

**Occupancy method:** The number of occupants in the tenant's dwelling unit is divided by the total number of occupants in all dwelling units at the beginning of the month for which bills are being rendered.

<input type="checkbox"/> <b>Ratio occupancy method:</b>  The number of occupants in the tenant's dwelling unit is adjusted as shown in the table to the right. This adjusted value is divided by the total of these values for all dwelling units occupied at the beginning of the retail public utility's billing period.	Number of Occupants	Number of Occupants for Billing Purposes
	1	1.0
	2	1.6
	3	2.2
	>3	2.2 + 0.4 for each additional occupant

<input type="checkbox"/> <b>Estimated occupancy method:</b>  The estimated occupancy for each unit is based on the number of bedrooms as shown in the table to the right. The estimated occupancy in the tenant's dwelling unit is divided by the total estimated occupancy in all dwelling units regardless of the actual number of occupants or occupied units.	Number of Bedrooms	Number of Occupants for Billing Purposes
	0 (Efficiency)	1
	1	1.6
	2	2.8
	>3	4.0 + 1.2 for each additional bedroom

**Occupancy and size of rental unit**  percent (in which no more than 50%) of the utility bill for water/wastewater consumption is allocated using the occupancy method checked above. The remainder is allocated according to either:

- the size of the tenant's dwelling unit divided by the total size of all dwelling units, OR
- the size of the space rented by the tenant of a manufactured home divided by the size of all rental spaces.

**Submetered hot water:**  
The individually submetered hot water used in the tenant's dwelling unit is divided by all submetered hot water used in all dwelling units.

**Submetered cold water is used to allocate charges for hot water provided through a central system:**  
The individually submetered cold water used in the tenant's dwelling unit is divided by all submetered cold water used in all dwelling units.

**As outlined in the condominium contract. Describe:**  
**BASED ON CONDO SQUARE FOOTAGE.**

**Size of manufactured home rental space:**  
The size of the area rented by the tenant divided by the total area of all the size of rental spaces.

**Size of the rented space in a multi-use facility:**  
The square footage of the space rented by the tenant divided by the total square footage of all rental spaces.



**DESIGNATION OF AGENT**

A. Property Name:

One Montgomery Plaza Condominium

C. Property Owner's Legal Name:

One Montgomery Plaza

D. Owner's Business Address:

2600 W. 7th St # 1333

F. Owner organized under the laws of (select on):

Not Applicable  
 Applicable

G. Property Tax ID:

77-0672951

H. Utility Provider:

Atmos, Ft Worth, Consultation

B. Property Address:

2600 W 7th St Fort Worth TX 76107-2244

"Owner" doing business as (if applicable)

E. Business Entity Type (select one):

- Corporation
- General Partnership
- Limited Liability Company
- Limited Partnership
- Limited Liability Partnership
- Professional Limited Liability Partnership
- Non-Profit Association
- Joint Venture
- Unincorporated Association
- Professional Association
- Other

Utility Provider, doing Business as (if applicable):

I undersigned, as duly authorized representative of Owner, certify to Utility Provider, that the information provided below is true and correct and that the governing body of Owner has, by resolution, agreement, or other appropriate means, duly appointed RealPage Utility Management ("agent"), as its agent, and that Agent has been authorized to act on behalf of Owner as herein contained.

Owner authorizes agent to:

Receive correspondence, receive invoices via mail or electronically, and access electronic and online account information from Provider with regard to Utility Service; Communicate with representative with regard to Utility Service; Identify, report, and approve resolution of billing issues; on such terms, conditions, and agreements as the Utility Provider may now or hereafter require and to make any other agreements deemed advisable in regard to the foregoing.

In particular and not in limitation of the foregoing, Agent may issue instructions to Utility Provider by mail, telephonic, or electronic directions complying with such rules and regulations relating to authorization as Provider may communicate to Agent for time to time, as applicable.

Owner agrees that Utility Provider in dealing with Agent, need not request, but shall be entitled to accept and rely on any representations by Agent that the purpose of exercising the authority of hereby granted is within the scope of the purposes of the agency, and Utility Provider shall not be obligated to make any inquires in order to verify or confirm any such representation of to assure that any funds or other properties of Owner are in fact applied or used for any purposes so represented or for any other proper purpose.

The Terms and provisions of this Designation, and the authority herein granted, shall be and shall continue to be binding upon Owner and its successors and assigns until Utility Provider shall have received written notice to the contrary signed by a duly authorized officer of Owner and Utility Provider is afforded a reasonable opportunity to act thereon.

Owner acknowledges that the rights and authority herein granted are in addition to and not in limitation of the rights, authority or powers otherwise available to any trustee or any other person by law or agreement.

Owner instructs Utility Provider to discontinue any ebill functionality immediately for all active accounts for this property.

Certified/Agreed to by Owner/Agent:

Name:

Printed Name:

Glen WILLIAMS

Title:

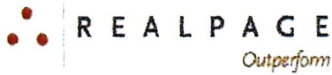
General Manager.

Acknowledged and agreed to by Agent, RealPage Utility Management

Name:

Printed Name:

Title:



## Recurring Debit Authorization Form

One Montgomery (Customer) hereby authorizes RealPage, Inc. ("RealPage" or "we" or "us") to initiate ACH debit entries ("draws") to the account/s ("funding sources") indicated below or on the attached addenda. Customer has engaged RealPage to act as its third-party bill-pay provider by purchasing the *Utility Expense Management* product as described in the RealPage Master Agreement ("MA") and Order Form.

These debits will be for varying amounts based on Customer's electronic approval via <https://um.realpage.com> or email (where applicable.) RealPage will initiate draws as it carries out the processes involved with providing the above referenced product. Any changes in bank account/s should be provided to RealPage no fewer than five (5) business days prior to the effective date via a newly signed version of this form.

All new funding sources will be preauthorized via a "penny test" during which RealPage will instruct its bank to withdraw \$.01 from each provided funding source. Pennies are non-refundable. Voluntary cessation of services should follow the formal cancellation process as outlined in the MA. If necessary, customer is responsible for requesting and then providing RealPage's ACH ID to its bank as an authorized merchant. RealPage's services will not begin until such time as all penny tests are successful.

RealPage reserves the right to suspend bill-pay services should one or more of the draws fail; however, we will make every attempt to work with Customer to resolve this issue and, if necessary, recover failed funds before suspending bill-pay services. In the event we are unable to resolve the issue, Customer agrees to wire funds to RealPage within three (3) business days of notice that a satisfactory resolution cannot be reached. Customer also agrees to compensate RealPage no less than \$35 per failure when Customer is at-fault.

Type of Account:	<input checked="" type="checkbox"/> Checking	<input type="checkbox"/> Savings
Bank Name:	BBVA	
Property Name:	One Montgomery Plaza Condominium	
Legal Entity Name:	One Montgomery Plaza NOA	
Tax ID:	77-0672951	
Routing Number:	113010547	
Account Number:	6794118467	

By completing and signing this authorization, I certify that I am authorized to take such actions on behalf of the above provided entities.

Name:	Glen Williams
Title:	General Manager
Date:	April 14, 2021
Signature:	