



**Lane County Human Services Division – Utility Assistance Programs**

151 West 7th Avenue, Room 560  
Eugene, OR 97401

541.682.3378 Utility Assistance phone  
541.682.3760 fax  
[energy@lanecountyor.gov](mailto:energy@lanecountyor.gov)

## LANDLORD LETTER – LIHEAP ONLY

Applicant Name: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Landlord Name: \_\_\_\_\_ Landlord Phone: \_\_\_\_\_

Landlord Address: \_\_\_\_\_

The applicant listed above has applied for utility assistance and has indicated that you own or manage the above residence and that all heating related costs are made to you. Please note that if applicant is approved, a LIHEAP payment will not be sent to you or your utility account and will be mailed directly to the applicant. Lane County Utility Assistance Programs is not authorized to give you information regarding any status updates to this application.

### RENTAL INFORMATION

Check the appropriate description below. (Check one only)

\_\_\_\_\_ All of the applicant’s energy costs are included in rent (applicant does not have an energy bill from a utility company or from me).

\_\_\_\_\_ The applicant pays me for their energy costs separately, in addition to their rental payment.

\_\_\_\_\_ The applicant is responsible to pay an energy bill directly to the utility company.

**Primary energy source is: (Check one only)**

- Natural Gas       Electric       Propane       Heating Oil       Wood       Pellets

Please return this form to the agency processing this application within ten (10) days.

\_\_\_\_\_  
**Signature of Landlord**

\_\_\_\_\_  
**Date**

### FOR OFFICIAL USE ONLY

Intake staff verification comments: \_\_\_\_\_