



### Utility Activation Form

Date: \_\_\_\_\_ HUD Case Number: \_\_\_\_\_ Contract Execution Date: \_\_\_\_\_  
 Purchaser(s) Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 Broker: \_\_\_\_\_  
 Cell Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 Anticipated Utility Activation Date \_\_\_\_\_ Utility Turn off Date \_\_\_\_\_

**Step 1)** Please review and complete this document in its entirety. Provide a copy of the executed contract with required broker/selling agent(s) signature and purchaser(s) signature. Return this completed form to BestAssets for authorization or denial to activate the utilities.

**Step 2)** The undersigned purchaser(s) and or the Broker/Selling Agent for same hereby holds BestAssets and the U.S. Department of Housing and Urban Development harmless and also agrees to assume full responsibility for any and all related deposits, connection and usage fees associated with this activation for the inspections. The undersigned further assumes full responsibility for any and all damages which may occur as a result of the above action.

**Step 3)** When the Broker/Selling Agent has received written approval to activate the utilities, contact the local utility companies to **have the utilities turned on in the purchasers' name and at the purchasers' expense.** Coordination to activate the utilities must be arranged between the Selling Agent, purchaser(s), utility companies and the purchasers' home inspector and plumber.

**Step 4)** The *Winterization period* is from September 1 through April 30. A non-refundable deposit of certified funds in the amount of \$100.00 must be submitted in advance for re-winterization services during the winterization period.

**\*\*\*\*\*THE HEAT MUST BE ACTIVATED WHEN THE WATER IS TURNED ON DURING THE WINTERIZATION PERIOD\*\*\*\*\***

Make your certified funds payable to BestAssets and mail your deposit to:  
 BestAssets/Attention Utility Activations  
 501 Marquette Avenue, Suite 1200  
 Minneapolis Minnesota 55402

The purchaser(s) have a **maximum of 48 hours** to keep the utilities on in their name and perform all utility inspection; the purchaser is responsible for removing the utilities from their name. At the conclusion of the 48 hours BestAssets will perform the re-winterization on the property. The broker should notify BestAssets when the utilities are disconnected and the home inspection is completed.

*Purchaser and Selling Agent Signatures required below accepting all the above terms and conditions.*

Purchaser(s)	Date	Broker/Selling Agent	Date

**Step 5)** Permission is hereby granted to have the utilities activated at the above address for the purpose of inspecting the property and testing:

**GAS: Yes or No      Electric: Yes or No      Water: Yes or No**

**\*\*\*\*\*HEAT MUST BE ACTIVATED WHEN WATER IS ACTIVATED SEPTEMBER 1st THRU APRIL 1st\*\*\*\*\***

**BA Realty Specialist Approval** \_\_\_\_\_ Date \_\_\_\_\_  
 Or

Realty Specialist Denial to activate the utilities for the reason listed below:

\_\_\_\_\_

**BA Realty Specialist Signature** \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE FAX TO: BESTASSETS 612-312-0001 MARKETING DEPARTMENT**