

REQUEST FOR NEW ACCOUNT SET UP

OWNER

TENANT

SERVICE ADDRESS: _____

Phone _____

Email: _____

Signature: _____ Dated: _____

Moving In Date , _____

(Print Name)

I _____, the registered owner/ tenant of the property as listed above, or I am acting as the legal representative for the vendors of this property; hereby request a final reading for the Water Meter at the above listed property on the date as listed above in accordance with Council Policy F-2004-01.

I also request that the water bill be:

- Sent to the service address; or
- Forwarded to the following address:
- Please Email Form for Pre Authorization Set-Up

(Water accounts are set up after final bill has been issued to previous owner, at the end of the month of closing.)