



Town of New Tecumseth
UTILITY ACCOUNT - TENANT MOVE IN
DEPOSIT REQUIRED \$150.00
Debit/Cash/Cheque Only

Account Holder Information:

*Please note, only one name can be printed on utility bills, please select below

First Name: Middle Name: Last Name:

First Name: Middle Name: Last Name:

TENANT INFORMATION

Lease Start Date: Owner's Name:

Service Address Civic Number and Street: PO Box:

City, Province and Postal Code:

Mailing Address: Same as Service Address Different Mailing Address, Please Complete Below

Civic Number and Street: Po Box

City, Province and Postal Code:

Telephone Number: Telephone Number:

Email Address:

Enroll me in eBilling to receive Utility bills electronically by email to my email address

Employer: Employer's Telephone No.:

Previous Address: Drivers License No.:

Please provide at least 5 business day notice prior to the first day of lease to schedule a meter reading.

The utility account will be created after this reading is received.

There will be a \$36.75 Administration Fee on your first bill.

I, the tenant, agree to pay the security deposit required, and wish to have this account transferred into my name. I understand that in the event of non-payment of my account, service may be terminated and not restored until payment is made in full, including collection and re-connection fees. I will also inform the Town of New Tecumseth prior to vacating the premises.

Tenant's Signature: Date:

Co-Occupant Signature: Date:

Date Deposit Received: Account Number:



Town of New Tecumseth
UTILITY ACCOUNT - TENANT
MOVE OUT

Account Holder Information:

First Name: Middle Name: Last Name:

First Name: Middle Name: Last Name:

TENANCY TERMINATION

Final Lease Date: Account Number:

Service Address Civic Number and Street: PO Box:

City, Province and Postal Code:

Forwarding Address for Final Bill:

Email Final Utility Bill Email Address:

To be in Care Of:

Address Civic Number and Street: PO Box:

City, Province and Postal Code:

Telephone Number: Telephone Number:

Please provide at least 5 business day notice prior to the final day of lease to schedule a meter reading. A reading of the water meter will be taken on the final day of lease (or next business day if the final date of lease falls on a weekend or holiday). The utility account will be closed after this reading is received. Please note the final bill cannot be calculated until after this reading has been completed. There is an \$84.00 Final Reading fee that will reflect on your final bill. Your deposit will first be applied to any balance owing. Should an amount of your deposit remain, it will be refunded to you via cheque.

If you are on a pre-authorized payment plan, your final utility bill's balance will be deducted from your bank account on the specified due date. The amount and date of withdrawal will be shown on your final utility bill. This will be the final pre-authorized payment from your account.

Authorized Signature: Date:

Authorized Signature: Date: