



REQUEST FOR FINAL METER READ

Utilities Bylaw 812/2022

PROPERTY & OWNER INFORMATION

Name on Account: _____

Service Address: _____

House Number

Street

Are you on the Tax Payment Plan or Utility Preauthorized Payments? ☐ Yes ☐ No

** If YES, please ensure to complete a *Request to Cancel Payment Form* **

Please note: cancellation of utilities may result in the last one or two bill payments not being debited by the Preauthorized Payment Plan depending on the day the utility account is finalized. Please ensure to check your bank account to avoid unnecessary penalties.

Has this property been ☐ Sold ☐ Rented Date of possession: _____

Forwarding Address

Mailing Address: _____

Street

City

Province

Postal Code

Phone: _____

Home

Cell

The undersigned agrees to pay for all utility services supplied by the Town of Penhold in accordance with Water & Sewer Bylaw 812/2022 to the above service address until the applicant requests in writing (at least one week in advance) that the contract be terminated.

The undersigned acknowledges that failure to receive or loss of a utility bill cannot be accepted as reason for non-payment.

The **OWNER** agrees to be responsible for outstanding balances on this account. If this account is in arrears The Town of Penhold may transfer balances to the Tax Account of this property or to a Collections Agency

By signing this form you are declaring the information provided to be true and complete to the best of your knowledge.

Email completed request form to Info@townofpenhold.ca or drop off in person at Town Office.

Authorization:

Printed Name

Signature

Date

For Office Use:

Account Number

Serial Number

Meter Number

Electronic ID Number

Walk Sequence

Meter Read

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