



Request for move out / final water meter read

Date of move out / service change (dd/mmm/yyyy): _____

Please note: This form must be received at the Region Office at least 72 hours (3 business days) **prior** to the date on which you require the service. Please have the form completed in full.

If you have any questions or wish to make your application by phone, please call Accounts Receivable at 226-753-2261 or 519-575-4490 during regular office hours, 8:30 a.m. to 4:30 p.m. (Deaf and Hard of Hearing (TTY) : 519-575-4608), or email arwater@regionofwaterloo.ca, or fax 519-575-4448 to the attention of Accounts Receivable.

Water and wastewater account number: _____

Account holder name(s): _____

Date of birth (dd/mmm/yyyy): _____

Identification type (choose one):

Driver's license – number: _____

Social insurance number – number: _____

Passport – number: _____

Health card – number: _____

Service address (where meter read is required):

Postal Code: _____

For your current address, are you the:

Owner or;

Tenant

Mailing address: _____

City: _____

Postal Code: _____

Home phone: _____

Work phone: _____

Cell phone: _____

Email address: _____

Account holder signature: _____

Date: _____



***Please note: At least one piece of identification is required for each occupant listed above. One piece of identification is considered to be a Driver's Licence number or, if not available, a Social Insurance Number (SIN). These numbers are used strictly for internal security identification purposes only when you contact us or we contact you.

Personal information collected is pursuant to the Municipal Freedom of Information and Protection of Privacy Act, as amended, under the authority of Part XII of the Municipal Act, as amended, and will be used for the purposes of administration of the municipal water and wastewater services. Questions about this collection should be directed to the attention of Accounts Receivable, Regional Municipality of Waterloo, 150 Frederick Street, Kitchener ON N2G 4J3.