



## 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 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 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: \_\_\_\_\_



Region of Waterloo

\*\*\*Please note: At least one piece of identification is required for each occupant listed above. One piece of identification is considered to be a Drivers 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.