



NOTICE TO OWNERS OF TENANT OCCUPIED PROPERTIES

Legislation governing municipalities states that the property owner is ultimately responsible for the payment of services supplied to their properties. However, upon written request by the property owner, the Town of Wasaga Beach will forward a copy of the bill to the tenant, to facilitate payment by the tenant. If the tenant does not pay, the water will be disconnected, and if necessary, the unpaid charges will be added to the property's tax roll. The original utility bill will continue to be mailed to the property owner as it is the responsibility of the property owner to ensure the water and sewer bills are paid by their tenants.

Please be aware, it's the responsibility of the property owner to make **all** necessary arrangements when there is a change in tenant(s). The landlord is to provide a request by email to wasagawater@wasagabeach.com, and will then be provided the Final bill amount owing by the tenant.

If you are a landlord and wish to have a copy of the water and sewer bill sent to your tenant(s), please provide the Town with the information outlined below and sign this document to acknowledge your understanding of the above terms.

WATER AND SEWER BILLS WILL NOT BE MAILED TO THE TENANT(S) UNLESS THE PROPERTY OWNER HAS SUBMITTED THIS APPLICATION.

Landlord's Application to Send Copy of Utility Bills to Tenant(s)

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Tenant(s) Name and Mailing Address:

1)

2)

ADDR/CITY/POSTAL

Phone #:

Email:

TENANT MOVE-IN DATE:

As the tenant(s), I/we acknowledge that I/we will receive a one-time New Water Account Setup fee of \$15.

Owner's Name and Mailing Address:

1)

2)

ADDR/CITY/POSTAL

Phone #:

Email:

DATE SIGNED:

As the owner(s), I/we acknowledge that I/we are responsible for informing the Treasury Department of an upcoming tenant move-out/move-in occurrence.

Signature and Date

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Personal information contained on this form is collected under the authority of the Municipal Act, S.O. 2001 c.25, s.398 and will be used in the delivery and billing of water and sanitary sewer services and will be treated as confidential. Questions regarding this collection of information should be directed to the Treasurer of the Town of Wasaga Beach.

OFFICE USE ONLY						
TYPE	ROUTE	ACCOUNT #	/	NWAC	PFO	PROCESSED