



# Commercial Rental Application

## Water and Sewer

**Effective Date:** \_\_\_\_\_

Completion of this form and payment of the associated deposit is required prior to the City opening a utility service account in the name of a property renter.

**FOR OFFICE USE ONLY**

Account #

Customer #

Service Address: \_\_\_\_\_ Postal Code: T9E \_\_\_\_\_

Mailing Address: \_\_\_\_\_

(if different from service address)

Send bills by Email  Email Address: \_\_\_\_\_

Business Name: \_\_\_\_\_

Local Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**TERMS AND CONDITIONS:**

1. Upon being assigned a utility service account, the Applicant(s) agrees to pay all applicable utility charges incurred at the above-noted Service Address until the City closes the account.
2. Prior to assignment of a utility service account the Applicant shall pay a deposit ("Deposit") based on meter sizing, ranging from \$225 to \$5,000, to be held by the City and applied to the final bill.
3. Payment of current billings must be received by the due date; past due amounts are subject to a 2.5% penalty on the overdue amount. Any balance owing after the account has been closed must be paid in full by the due date indicated on the final bill. Any amount outstanding after 90 days will be sent to collections.
4. Any refunds of the Deposit will be issued to the Primary Applicant. The City will not issue any Deposit refund more than two (2) years beyond the closure of a utility service account.
5. The Applicant(s) consents to the City releasing utility account payment history to the Landlord.

Cardholder Name: \_\_\_\_\_

Credit Card # \_\_\_\_\_ Expiry Date: \_\_\_\_\_ / \_\_\_\_\_

CVV/CVD\* # \_\_\_\_\_ (MM/YY)

\*CVV/CVD is the three-digit number on the back of your Visa or MasterCard, or the four-digit number on the front of your American Express.

**I confirm that I understand and agree to the above terms and conditions.**

\_\_\_\_\_  
Signature of Primary Contact

\_\_\_\_\_  
Date

*The personal information requested on this form is collected to provide permission to the City of Leduc to provide water and sewer services and to contact the customer with respect to the City of Leduc providing these services. This information is collected in compliance with Section 33 (c) of the Freedom of Information and Protection of Privacy Act (the FOIP Act). Questions regarding the collection of this information can be directed to the FOIP Coordinator's Office at (780)-980-7173 #1 Alexandra Park, Leduc, Alberta, T9E 4C4.*