



Commercial Rental Application

Water and Sewer

Effective Date: _____

Account #: _____

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.

Service Address: _____ Postal Code: T9E _____

Mailing Address: _____
(if different from service address)

Send bills by email ☐ Email address: _____

Business Name: _____ **Customer #** _____

Primary Contact: _____

Phone #: _____ Email: _____

Additional 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.

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

Signature of Primary Contact

Signature of Additional Contact

Date

Date

Personal information collected on this form is collected for municipal financial operations subject to Section 3(c) of the Freedom of Information Protection of Privacy Act. Should you have any questions regarding the information collected on this form you may contact the City Clerk at City of Leduc, #1 Alexandra Park, Leduc, AB, T9E 4C4, P: 780-980-7137.