

## Utility Request Form

Please return by Fax: (780)888-2200, Email: [marge@hardisty.ca](mailto:marge@hardisty.ca), or Mail: PO Box 10, Hardisty, AB, T0B 1V0

- Utility Services
  - Utility Connect
  - Utility Disconnect
    - Property Sold
    - Snowbird
- Request for Utility Service Information

### Application for Service or Information

#### Application for Service

Account Holder Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First

Company Name (If applicable) \_\_\_\_\_

Billing Address: \_\_\_\_\_  
Street Address/Postal Box Number

\_\_\_\_\_ City Province Postal Code

#### Request for Service Information

If not owner, please supply verification (one of the following):

- Realtors: Copy of Listing Agreement
- Purchaser: Copy of Offer to Purchase
- Other: \_\_\_\_\_
- Power of Attorney
- Letter of Request from Lawyer

### Property Information

Property Address: \_\_\_\_\_  
Street Address

Home Phone: ( ) _____	Cell Phone: _____	<b>Services Required</b> Water/ Sewer: <input type="checkbox"/> Yes <input type="checkbox"/> No Garbage: Res. <b>MANDATORY</b> Commercial <input type="checkbox"/> Yes <input type="checkbox"/> No
Bus Phone: ( ) _____	Fax: _____	
E-Mail Address: _____		
Service Start Date: _____	Service End Date: _____	

Comments: \_\_\_\_\_

### Disclaimer and Signature

The personal and business information that you are providing the Town of Hardisty is being collected in accordance with section 33 of the Freedom of Information and Protection of Privacy (FIOP) Act. If you have any questions or concerns related to this information request, please contact the Town of Hardisty at (780) 888-3623.

I certify that my answers are true and complete to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use Only			
Role	Account Number	Date	Meter Reading
<input type="checkbox"/> New Customer (Check Central Name)			
<input type="checkbox"/> Yes – Go to Central Name & add information			
<input type="checkbox"/> No – Proceed to Utility System / Utility Master			
<input type="checkbox"/> Utility System / Utility Master			
<input type="checkbox"/> Yes – Proceed to new Utility Account Opening			
<input type="checkbox"/> No – Proceed to Duplicate Utility Set-up			

Reminders:

- When setting up duplicate accts – was original set to Final? Y  
N  
Y  
N
- Did you override service dates? N
- Have you notified Public Works of meter reading required & added to list? Y  
N