



## TOWN OF ERIN WATER DEPARTMENT

### WATER SERVICE CHANGE OF OCCUPANCY REQUEST

**To set-up a new water account with the Town of Erin, please provide the following information:**

**New Owner Information:**

**Name(s):** \_\_\_\_\_

**Service Address:** \_\_\_\_\_

\_\_\_\_\_

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

**(if different from above)** \_\_\_\_\_

**Phone Number :** \_\_\_\_\_ **(this number will be used to contact you in the case of a water related emergency)**

**Date of Closing on the Property:** \_\_\_\_\_

**It is required to have a water meter inspection and initial water meter reading during the 1<sup>st</sup> week of occupancy.** Please contact the Town of Erin Water Department @ 519-855-4407 extension 221 or email [water@erin.ca](mailto:water@erin.ca) to arrange your water meter reading.

The New Account Set-up Fee of \$84.00 includes administration fees and the water meter inspection. This fee will be included on your first water bill.

**Note:** With respect to Landlord and Tenant situations, the Landlord/Property Owner shall be the water account holder and be responsible for the payment of the same as a debt to the municipality.

**Please submit this form by email to [water@erin.ca](mailto:water@erin.ca).**