

## Request for Temporary Cancellation of Service Charges

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

Account # (optional): \_\_\_\_\_ Phone: \_\_\_\_\_

Owner(s): \_\_\_\_\_

Civic Address: \_\_\_\_\_

Service Charge Stop Date (Cannot be backdated): \_\_\_\_\_

Service Charge Re-Start Date (Mandatory): \_\_\_\_\_

### Please read and initial:

I understand the City will turn the water off at the curb stop where possible. During this period, I will ensure the water shut off valve to the house is closed and that the City of Vernon will not be responsible for any water leaks. NOTE: A water meter reading will be taken as of the stop date if the water cannot be turned off.

Charges will automatically start on the service charge re-start date noted above. To have the water turned back on, customers must call 250-550-3620 to request the water be turned back on.

I accept the \$65.00 water service call out fee for each turn off and turn on of the water at the property (\$130.00 total). NOTE: A water meter reading will be taken as of the stop date if the water cannot be turned off.

I understand the water infrastructure base fee, meter renewal fee (Bylaw # 2768, 2018), sewer infrastructure base fee (Bylaw # 5400, 2013) and yard recycling or commercial recycling fee (Bylaw # 3148, 1982) will remain in effect.

If the property is sold during the period that the water has been turned off, the service charges will start automatically as of the purchase date. The new property owner will be required to fill out a Temporary Cancellation Form if they want to have the service charges temporarily cancelled.

Temporary cancellation of service charges is not available for unmetered accounts. I understand that **a water meter must be installed and inspected** at the property and that no consumption is to be used when services charges are temporarily shut off. Any consumption on the water meter will start the service charges back to the original service charge stop date.

Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

*Note: If the account is in a company name, please provide documentation showing proof of ownership for the person signing on behalf of the company.*

**Personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of responding to your request.**

