



## Moving In Utilities Form

**Please save this form to your computer first**, then open the saved document to complete (the data will not save otherwise). The completed document may then be attached in an email and sent to [utilitiesbills@loyalist.ca](mailto:utilitiesbills@loyalist.ca).

### Accountholder Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

I am:

Property Owner – Closing Date: \_\_\_\_\_

Lawyer's name or Law Firm: \_\_\_\_\_

Tenant – Rental Start Date: \_\_\_\_\_

### Service Address

Civic Number and Street: \_\_\_\_\_

City and Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

### Mailing Address

Same as service address

If different from service address, fill in lines below.

Civic Number and Street: \_\_\_\_\_

City and Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

### Additional Information

Phone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Check this box to receive your invoices by email

A water meter reading will be taken on the closing date. Your account will be created after this reading is received. There will be a \$30 administration fee on your first bill. If you are an individual with a disability and require Loyalist Township information in another format, please call 613-386-7351.