



RESIDENTIAL RENTAL APPLICATION FOR UTILITY ACCOUNT

Account Information (OFFICE USE)
 Account: _____ Roll: _____
 Application Date: _____ MM DD YYYY Customer ID#: _____

Service Information: Move in Date: _____ Service Address: _____ Postal Code: _____	Mailing Address: (If different from service address) Address: _____ City: _____ Postal Code: _____
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Customer Information:
 Name: _____ Date of Birth: _____
 Phone: _____ Cellular: _____
 Email Address: _____
 Have you ever lived in Spruce Grove: Y / N If Yes, Previous Address: _____
 Employer: _____ Phone: _____
 Personal Reference: Name: _____ Phone: _____

Renter's Checklist - When renting a property in the City of Spruce Grove, we require the following to set up your utility account: (Incomplete applications will not be accepted.)

- Copy of **signed** lease or rental agreement
- Complete Applications **for each individual on the lease over 18**
- Consent to Release Form – Signed by **each individual on the lease over 18**, and signed by the landlord
- \$200.00 deposit - Deposits will be applied to any outstanding charges when you close your account, any remaining credit will be refunded. Deposit can be paid by credit, debit, cash or cheque

For more information please see our website @ www.sprucegrove.org or contact us at 780-962-7597 or email at utinfo@sprucegrove.org

I hereby make application to the City of Spruce Grove for a utility account to receive water, wastewater and solid waste services. I understand that any deposits that may be required will be applied to the final billing. I understand that failure to keep payments current may result in disconnection of services and/or ineligibility to obtain utility services.

Signature: _____ Date: _____ this information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used for the provision of utility services and the collection of utility charges. The personal information provided will be protected in accordance with Part 2 if the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at 780-962-7634 ext 154.