

FINAL METER READ REQUEST

PLEASE NOTE: if you are on a Pre-Authorized Payment Plan, you must provide written notice to the Township office addressed to The Tax Department or via email to taxdepartment@tiny.ca

Who is requesting: Existing Owner Future Owner Lawyer

First Name(s): _____

Last Name(s): _____

Telephone: _____

Email: _____

Municipal Address: _____

Water Account Number (if applicable): _____

Closing Date* Meter will be read on this date*: _____

For the existing owner, how would you like to receive your final bill? Email Mail

If you would like to receive your final bill via mail, please provide the mailing address below:

Mailing Address: _____

City: _____ Province: _____ Postal Code: _____

For Future Owners, please note if a forwarding address/email is not provided, the final bill will be sent to the most recent billing address on file.

SUBMIT TO: water@tiny.ca

NOTE: Final water bills issued and unpaid 30 days after the due date will be added to the property tax account for that property along with an admin fee per the fees and charges by-law. It is the owner's responsibility to pay these charges and address any issues with their lawyer.

OFFICE USE ONLY:

Final Read: