Town of Bon Accord
building for tomorrow

UTILITY AUTHORIZATION FORM

Authorization for a separate person or party to receive a copy of the utility bill

Please complete the fields below in full. Incomplete forms will not be accepted.

OWNER INFORMATION (those listed on the land title)

Name(s): _____

Property Address: _____

Mailing Address: _____

Phone(s): _____

As the Owner(s) I/We wish to receive our utility bill via: ☐ Mail ☐ Email

If email, please provide: _____

Please note that if you are not currently enrolled to receive E-Bills, you will receive a confirmation email which requires a response to initiate.

AUTHORIZED PERSON(S) INFORMATION (ie. Renter, Property Management Company, Partner)

Name(s): _____

Mailing Address: _____

Phone(s): _____

As the Authorized Person(s) I/We wish to receive our utility bill via: ☐ Mail ☐ Email

If email, please provide: _____

You will receive a confirmation email which requires a response to initiate E-Billing.

AUTHORIZATION (to be completed by Owner(s) only)

I/We hereby give authorization to the Town of Bon Accord to send a copy of the above property's utility bill to the above mentioned Authorized Person(s) to take effect: _____

☐ I/We acknowledge that the Town of Bon Accord sending a copy of the Utility Bill to the Authorized Person(s) does not negate my/our responsibility for the outstanding balances on the account.

☐ I/We understand that if the Utility Account is unpaid, the outstanding balance may be transferred to the property taxes of the corresponding property in accordance with current Utility Bylaws.

/ / /

Owner's Signature Date Owner's Signature Date

The information collected on this form is authorized under Section 4(c) of the Protection of Privacy Act (POPA). It will be used to process utility bill authorization for the Town of Bon Accord. If you have any questions about the collection and use of the information, contact the Town of Bon Accord at 5025 - 50th Avenue, Bon Accord, AB, T0A 0K0 or by calling (780) 921-3550.