



Utility Billing Section
 Revenue & Taxation Division
 P.O. Box 696
 26 Francis St.
 Lindsay, ON K9V 4W9
 705 324 9411 ext 1219 or 1284
 705 328 2620 (Fax)

SEASONAL TURN ON / TURN OFF APPLICATION

Service Requested: Seasonal Connect Seasonal Disconnect

Date Requested: _____ **Time:** _____

Note

- Customers must notify the City 5 business days prior to the service request date.
- An owner/individual **must be present** during the connection or disconnection process, this individual will be required to sign off on the completed work order.
- At the time of disconnection, staff will shut off service box at the street, shut off inside valve and remove meter.
- It is the home owner's responsibility to ensure all interior plumbing is drained properly. Any damage resulting from the improper drainage of the private water system will be the responsibility of the homeowner.
- There is a fee of \$75.00 for this service as approved by By-law

Address: _____ **Account Number** _ _ - _ - _ - _ - _ - _ - _ -

Name: _____

Phone: _____ **Alternate Phone:** _____

Notes: _____

Signature (after work completed): _____

Name (please print): _____

At the customers request, staff did not remove meter: _____ (staff initials)

I _____ (please print) did not permit CKL staff to enter the address above to remove the water meter or turn off the inside valve. I understand that it is my responsibility to ensure the proper winterization is complete to prevent freezing. The customer releases the City of Kawartha Lakes from any damage resulting from the improper drainage of the private water system. I understand, any such damage incurred is the sole responsibility of the homeowner.

 Signature

Office Use Only:	
Work Order #: _____	Operator: _____
Curb Stop off: _____	Inside Valve off: _____
Meter Removed: _____	