

Commercial Utility Accounts

Policy No. **41-001**

has been renumbered

Commercial Utility Accounts

Policy No. **P-39-2011**

*CA Reneger*

**Title:** Commercial Utility Accounts

**Resolution:** 012-2011

**Revised:**

**Special Notes/Cross Reference:** By-Law 2010-21

**Next Review Date:**

**Water and Sewer Utility**

**POLICY STATEMENT :** The Town of Westlock provides public utilities to Commercial properties, under Water and Sewer Utility Bylaw 2010-21 and amendments.

**PURPOSE :** To provide for Commercial Utility accounts to be in the name of the Tenant.

**GUIDELINES / PROCEDURES / RESPONSIBILITIES:**

1. Water and Sewer Utility Bylaw 2010-21 is in effect for Commercial Utility Accounts.
2. The Owner of a Commercial Property must submit a Tenant Application for Commercial Utility Services with the Town, prior to the Commercial Utility Services being connected in the Tenant's name or the Tenant's company name.
3. Upon receipt and approval of the Owner application, the Tenant must submit a Tenant Application for Commercial Utility Services. Such application must be made not less than two (2) working days prior the date the Utility Services are required.
4. The Tenant will pay a Deposit fee to the Town in the amount of \$ 200.00. The Deposit fee is required to be paid in full before the Town supplies utility services.
5. The non interest bearing Deposit fee is retained by the Town.
6. The Deposit fee shall be utilized to offset any utility account amounts owed for the final billing. If there are no outstanding amounts, the Deposit fee shall be refunded in full to the Tenant.

  
Bruce Lennon, Mayor

  
Darrell Garceau, Town Manager