



**TENANT EXIT FORM FOR WATER & SEWER ACCOUNTS**

Water or Sewer Account #: \_\_\_\_\_

Service Address: \_\_\_\_\_

Tenant Names: \_\_\_\_\_ Phone #: \_\_\_\_\_  
\_\_\_\_\_

Forwarding Address: \_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Move Out Date: \_\_\_\_\_ Final Reading Date: \_\_\_\_\_

1. I (We) are the Tenant(s) of the property at the above noted Service Address and are in the process of vacating the home.
2. I (We) request that the Township of Malahide perform a Final Reading on the date I (we) vacate the property.
3. I (We) understand that it is my (our) responsibility to pay the water or sewer account up to the final move out date.
4. I (We) acknowledge that a copy of this exit form and my (our) final invoice will be sent to the Property Owner.

\_\_\_\_\_  
Tenant ('s) Signature (s)

Date: \_\_\_\_\_

The information collected on this form will be maintained in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56, as amended and it will be used only for the purposes of the Township of Malahide's administration of the municipal water and sewer services.