



Date: _____
Owner's Name: _____
Mailing Address: _____

Phone Number: _____

Authorization to Act on Behalf of Owner- Request for Information

Property Address: _____
Account Number: _____

Dear Property Owner,

We have received a request from a Property Management Company to create a Water Billing Account in a Tenant(s) name at the rental property identified above. Please complete the following to authorize your Property Management Company the permission to make all changes on this water billing account. If you do not contact us or return this letter within two weeks, we will automatically create the account in your name.

In Section 8.17 of the City of Barrie By-Law 2016-115, the owner assumes full responsibility for all charges applied to the account for the provision of water and wastewater services, including charges for service work, in the event that the occupant fails to pay. Under the Municipal Act, 2001, Section 398 (2), all fees charged under this by-law are considered a lien on the property no matter who consumed or wasted the water, and any water and wastewater arrears will be transferred to the subject property tax account.

Please provide your Property Management Company's contact details:

Property Management Company Name/Agent: _____

Phone Number: (_____) _____ - _____

Mailing Address: _____

Date: _____ Owner's Signature: _____

Please allow 10 business days to make changes to this request. If you have any questions, please contact the Service Barrie at (705) 726-4242 or servicebarrie@barrie.ca.

Sincerely,

Revenue Branch