

Water Certificate Application

DATE	FILE #
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PARTICULARS OF PROPERTY:

SERVICE ADDRESS
** DATE OF CLOSING (see note below)

ABOUT THIS APPLICATION:

CLIENT: VENDORS PURCHASERS MORTGAGEE OTHER _____

VENDORS:	TELEPHONE NUMBER
MAILING ADDRESS FOR FINAL BILL	POSTAL CODE
VENDOR'S SOLICITOR	

PURCHASERS: (If company, please include contact name, position & phone number)	TELEPHONE NUMBER
PURCHASER'S SOLICITOR	

PERSON MAKING APPLICATION:

NAME		
MAILING ADDRESS		POSTAL CODE
FILE SECRETARY	TELEPHONE NUMBER	FAX NUMBER
APPLICANT'S REMARKS:		

Information about the completion of this form may be requested from Certificate Clerk at (807) 625-2255.

CHANGES OF "CLOSING DATE" – If your office requests a water certificate for the sale of a property, and the closing date changes from what was recorded on the original certificate, we require a **fax** from you informing us of the new change in date.

Water accounts are currently being finalized based on the date on the certificate unless we are informed of the change in the closing prior to the account being finalized.

Please verify from your records that this certificate is for the property that you have requested, as no responsibility is accepted for a certificate other than for the property for which this certificate has been issued.

The Water Certificate reflects the balance on the water account as of the date on the certificate. This balance does not include the final billing amount. Contact our office after the closing date for final balance on account.