

Town of Olds Bylaw 2024-03, 2024-07, & 2024-10. (bylaws available at www.olds.ca)

TO BE COMPLETED BY THE OWNER OF THE PROPERTY - PROPERTY & OWNER INFORMATION

POSSESSION DATE		MUNICIPAL ADDRESS of PROPERTY	
New Build? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Property Owner Last Name		First Name	
Property Owner Mailing Address, including Postal Code			
Home Phone	Cell Phone	Business Phone	
EMAIL ADDRESS FOR E-BILLING			
<input type="checkbox"/> opt out of e-bill, fees will apply			
Contact Name in Case of Emergency		Contact Phone	

OPTIONAL - INFORMATION ABOUT ANY TENANTS OF THE PROPERTY (Residential OR Commercial)

If you wish to have a copy of the monthly billing sent to either the Tenant or the Property Manager, complete the following:

TENANT information:

_____ Tenant Name	
_____ Tenant Mailing Address with Postal Code	
_____ Tenant Billing Start Date (Must be the 1 st of the month)	
_____ Tenant Phone	_____ Tenant Email

PROPERTY MANAGER information:

_____ Property Manager Name	
_____ Property Manager Mailing Address with Postal Code	
_____ Property Manager Billing Start Date (Must be the 1 st of the month)	
_____ Property Manager Phone	_____ Property Manager Email

Please notify the Town Office at 403.556.6981 of any changes at least two weeks in advance.

I/we, the undersigned property owner(s), apply for Utility Services with the Town of Olds. I/we understand that I/we are responsible for any outstanding balances on this account and that services may be disconnected if the account is in arrears. Outstanding balances may be transferred to the Tax Account for this property as per the Town of Olds bylaws. I/we agree to receive monthly invoices via email unless the opt-out box is checked. By subscribing to the E-bill service, I/we acknowledge that invoices will be sent as a PDF attachment to the provided email address. It is my/our responsibility to ensure that the correct email is provided and to notify the Town of Olds of any changes. Failure to receive the invoice does not exempt me/us from timely payment, and penalties will apply for late payments. I/we understand that I/we do not receive paper invoices, and that full payment is required on time, regardless of whether the bill is based on an estimate or actual reading.

Property Owner Signature

Date